

Results for SAF Annual Proposal Form for the 2019-2020 Academic Year (By Participant)

Results for: ID# 18487755	
Submission date: 1/17/2019 4:15 PM	
Total time: 24 minutes, 11 seconds	
Question	Response
<p><i>Question:</i> Proposing Group (i.e. Career Services, Sustainability Club, Campus Events Board, etc.)</p>	Virtual Reality Club Launching and VR-related activities for students
<p><i>Question:</i> Department/Organization (i.e. Recreation and Wellness, First Year Pre-Major Programs, Student Engagement and Activities, School of Business, etc.)</p>	Makerspace
<p><i>Question:</i> Contact Person This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.</p>	Sufiah Ahmad
<p><i>Question:</i> Contact Email This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal. Please include a regularly checked email as the SAF Committee contacts groups primarily through email.</p>	sahmad97@uw.edu
<p><i>Question:</i> Contact Phone Please include the phone number of the contact person. This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.</p>	425-948-5575
<p><i>Question:</i> Faculty/Staff Member Please discuss your request with a staff or faculty member (i.e. Student Affairs Staff or faculty adviser) before submitting your request and include the name and title (i.e. John Smith, Club Adviser) of that individual. IMPORTANT: This person will also be listed as the budget owner. Please ensure the faculty or staff member understands they will be the budget owner and responsible for managing a SAF allocation. This person must be authorized in UW procurement and fiscal systems and familiar with university purchasing policies and processes.</p>	Rafael Silva
<p><i>Question:</i> Faculty/Staff Member Email Please provide the email of the faculty or staff member you discussed your request with.</p>	rafaelsi@uw.edu
<p><i>Question:</i> Executive Summary of Your Proposal (500 word limit) Please provide a concise overview of the program, activity, or service for which you seek funding.</p>	<p>Familiarity with Virtual Reality (VR) is becoming another important part of academic life that can be crucial for student professional and academic success. The Makerspace has secured funds to acquire equipment for students to understand, use, and develop VR related projects. In fact, the Makerspace is not just receiving internal funds, but corporate partners are providing substantial resources so UWB can have better VR resources available for students. Although, there is substantial increasing interest from students to use this equipment, we are lacking the human</p>

resources to make it efficiently available for students. This proposal asks for 1 year funding to support 2 students to be employed to create structure that will allow all interested students to fully explore the equipment we have available, in addition to creating a sustainable structure for long term support.

The main idea behind this proposal is that the 2 paid students can provide reliable support to create the VR Club structure; and provide guidance, deliver workshops, and structure that can be maintained by volunteers after the funding provided by this proposal ends.

Question:

Need for this Program/Service (500 word limit)
Please describe the need for this program or service. Explicitly describe how this program directly and/or indirectly benefits the campus community? * If possible, include any data that might support your proposal (i.e. surveys indicating a need for your initiative)

Currently, we have 13 computers and several types of resources (VR headsets, accessories, online tutorial, research talks, corporate sponsorship,...) available for students to explore Virtual Reality. Such resources are intended for all students with different levels of expertise. Students can use this to simply access VR content and become familiar with it; learn more advanced VR-related activities ; or even develop their own VR software.

In order to have access to this equipment and resources, the students have to go to the Makerspace and work with the Staff on Shift. Although the intention is broad and welcoming for all students, Makerspace Staff already have several other responsibilities and cannot provide services other than just give access to the equipment and provide minimal instructions on how to use it. If students want to do specific activities –such as access special content or learn how to develop their own software/experiences– they need to explore this themselves. Providing just this minimal support –and not exploring all the potential of this equipment– substantially limits what can be done and undermine students interest in using the equipment.

With this proposal, we can create structure that can show how students to self-organize and provide a level of support that explores the full potential of the resources available. Also, this proposal can create and launch a structure that can be maintained by volunteers for the long-term.

Question:

New Request or Previously Funded (500 word limit) Has this request been funded in the past? If yes, please indicate what part of the proposal was previously funded by SAF and what is a request for new allocations. If this is a one time funding request, please note that in the description.

This is a one time funding request and SAF has not provided funds for this proposal. to elaborate further, Equipment is being provided by the STF, and the Makerspace already has the basic support to enable equipment checkout. This proposal is a complementary request to acquire the human resources to make proper use of the funds provided by STF and to expand the current level of infrastructure provided by the Makerspace.

Question:

Strategic Plan/5 Year Goals (500 word limit)
Please describe your strategic plan or description

This proposal requests funds for 1 year of student support in which we will:

<p>of your key strategic goals over the next five years.</p>	<ul style="list-style-type: none"> • Create a structure for a VR Club that can be maintained by volunteers in the following years; • Create program and activities around the available resources; such as, but not limited to: regular workshops, meetings, research/industry talks, events, student technical support, office hours, career development analysis, software development guidance. • Recruitment of volunteers and academic support to keep the activities reliable and relevant to the Academic community.
<p><i>Question:</i> Program Benefit Estimate number of students that will benefit from your proposed program/service (500 word limit). * Indicate the benefits of your proposed program for students. * Estimate how many currently enrolled students will likely benefit from your proposed service or program. * Estimate the number of any other individuals (and indicate their affiliation) that might benefit from this service or program.</p>	<p>We estimate that around 560 students will benefit by this proposal:</p> <p>Although, we received substantial feedback from students interested in being part of the VR club and to use the VR resources, we do not have hard data available on how many students will benefit from this proposal. Therefore, we estimate that roughly 10% of the UWB academic community will directly benefit from this proposal.</p>
<p><i>Question:</i> Financial and Operational Health (500 word limit) How do you plan to assess the program or service? Please describe any metrics or operational targets your unit uses to assess its financial and operational health? Describe the metrics, the metric targets and actuals of metrics. (E.g. student- student employee ratios, student-to-staff ratios, in-process measures).</p>	<p>We will monitor how many students are willing to join the VR Club and keep track of how many students participate in the activities. This information will be used not just to collect metrics, but to also guide future activities and aspects that are more interesting to this audience.</p>
<p><i>Question:</i> Additional Information (500 word count) If needed, please include any other information you feel is relevant to your request.</p>	<p>For additional information, please refer to the STF proposal that is providing all the equipment to support these activities. To receive a copy of the STF previously funded proposal, please contact: rafaelsi@uw.edu.</p>
<p><i>Question:</i> Salary/Wages Describe the funds you are requesting in detail below. Benefits will be calculated on the spreadsheet accordingly. Please detail the number of positions, hours per week/salary, salary, etc. If there are differences or distinctions in positions, please explain. Please show your math; for example: (1 student working X# hours per week at \$X per hour for X weeks).</p>	<p>2 Students each working 15 hours a week, for 1 year, at the current University's student wage rate (US\$16/h):</p> <p>(2 * 15 * 4 * 12 * 16 =) US\$ 23,040.00 Plus, benefit load rate and fringe Benefit amount, in a total of US\$27,855.00</p>
<p><i>Question:</i> Programming/Events Describe the funds you are requesting in detail below. Please put total dollar amount of programming/events in the bottom of this box. Please include in this box costs relating to security, honorarium, hospitality, and contracted costs, etc. Please put total dollar amount of programming/events in the bottom of this box and on the spreadsheet.</p>	<p><i>No response</i></p>
<p><i>Question:</i> Facilities & Equipment Rentals/Set-Ups/Purchase Describe the funds you are requesting in detail below. If you require facilities or equipment rentals/set-ups/purchase, please indicate it here. Take into account custodial fees and clean up. If you need assistance with estimated costs, please speak to a staff/faculty member. Please put total</p>	<p><i>No response</i></p>

dollar amount of facilities and equipment in the bottom of this box and on the spreadsheet.	
<p><i>Question:</i> Printing & Photocopying Describe the funds you are requesting in detail below. Please put total dollar amount of printing/photocopying in the bottom of this box and on the spreadsheet.</p>	<i>No response</i>
<p><i>Question:</i> Office Supplies Describe the funds you are requesting in detail below. Please put total dollar amount of office supplies in the bottom of this box and on the spreadsheet.</p>	<i>No response</i>
<p><i>Question:</i> Food/Refreshments Describe the funds you are requesting in detail. Please indicate why food is necessary in your proposal. Review the food policy/food form for the University policies before asking for food. The Food Policy and Food Approval Form can be found in this link: https://www.uwb.edu/finance/food-approvals Understand that food for normal meetings is not allowed. Describe below the reason you are requesting food and how it meets the food policy. Please ensure that you are in compliance with applicable per diem rates for meals. The per diem rates are available at the following link: http://finance.uw.edu/travel/meals#perdiem Please put total dollar amount of food refreshments in the bottom of this box and on the spreadsheet.</p>	<i>No response</i>
<p><i>Question:</i> Transportation and Travel Describe the funds you are requesting in detail below for business travel (indicate in state/out of state, local travel, as well as type of transportation). Please note that flight bookings are done through the University. Please provide justification for out of state travel. Please put total dollar amount of transportation and travel in the bottom of this box and on the spreadsheet.</p>	<i>No response</i>
<p><i>Question:</i> Professional Development Describe the funds you are requesting in detail below. Please indicate number of students, staff, and the dollar amount. This should include all costs associated with registration, air or ground travel, meals, lodging, per diem, etc. Please insure that you are in compliance with applicable per diem rates for meals. The rates are available at the following link: http://www.gsa.gov/portal/content/104877 Please note that flight bookings are done through the University. Please provide justification for out of state travel. Please put the total dollar amount of professional development in the bottom of this box and on the spreadsheet.</p>	<i>No response</i>
<p><i>Question:</i> Operations Describe the funds you are requesting in detail below. Please put the total dollar amount of telecommunications, business cards, computer purchases, equipment, new hire packages, etc. in the bottom of this box and on the spreadsheet. Phone lines should be calculated at \$10 per line per month. https://itconnect.uw.edu/service/campus-telephone-services/</p>	<i>No response</i>
<p><i>Question:</i> Other Please include any other expenses that don't fall under any of the above categories in detail. Please put the total dollar amount of other in the bottom of this box and on the spreadsheet.</p>	<i>No response</i>

Question:

Total Amount Requested Please list your total amount requested, please make sure all line items are on the spreadsheet. Enter the total from the spreadsheet here. These numbers should match line item for line item.

27855.00

Question:

Terms and Conditions By submitting this application, you are agreeing to the terms and conditions below: * I have read and agree with the terms and conditions of the SAF Bylaws: <http://www.uwb.edu/studentaffairs/safc/safbylaws>
* I understand that late applications will not be accepted, except at the discretion of the Committee, and completed applications include a narrative as well as a spreadsheet. Adjustments to the final total requested by any club, group, organization, or department will not be accepted. After a request has been submitted, it may not be reopened for alterations or changes. * I understand that hearings will be held between 8:30am and 11:30am, tentatively scheduled for Friday, February 1, 2018 and Friday, February 8, 2018. Someone from my group will be available to attend a brief hearing scheduled during that time frame.

I Agree

Questions or comments?
[Contact us](#) or email catalysthelp@uw.edu
