

SAF Annual Proposal Form for the 2013-2014 Academic Year

The SAF Committee will be accepting applications for the annual budgeting cycle from November 30, 2012 until 5:00pm on January 16th, 2013. The intent of the annual operating budget is to support on-going student activities, services, and programs. Services and Activities Fees are defined in RCW 28B.15.041 to mean "fees, other than tuition fees, charged to all students registering at the . . . state universities . . . The legislature also recognizes that Services and Activities Fees are paid by students for the express purpose of funding student activities and programs" of their particular institution. These funds will be available for the 2013 to 2014 academic year.

A member of your group must be available to attend a hearing with the SAF Committee tentatively scheduled for Friday, February 8, 2013 and Friday, February 15, 2013. Please include a regularly checked email in the application, as that will be the main form of communication between SAF and the requesting group. The SAF Liaison will contact the requesting group to notify them of a hearing time.

Please ensure that your request is in accordance with SAF Bylaws, which are available at the following website:
<http://www.uwb.edu/studentlife/safc/safbylaws>

The Committee will hold an open forum and appeals, tentatively scheduled for on Friday, March 29, 2013. Requesting groups will be notified of a preliminary budget before the open forum and appeals date.

Late applications will not be accepted, except at the discretion of the Committee. 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.

SUBMITTED BY

UW Bothell: Globally Connected (Global Initiatives Study Abroad Ambassadors)
studyabroad@uwb.edu
Jan 16, 2013, 03:21PM PST

SAF Annual Proposal Form

[Required] Proposing Group Global Initiatives Study Abroad Ambassadors

(i.e. Career Center, Sustainability Club, Campus Events Board, etc.)

[Required] Department/Organization Global Initiatives

(i.e. Student Services, CUSP, Student Life, Student Clubs & Organizations, etc.)

[Required] Contact Person Natalia Dyba

This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.

[Required] Contact Email ndyba@uwb.edu

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.

[Required] Contact Phone 425-325-3261

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.

[Required] Faculty/Staff Member Natalia Dyba, Manager of Global Initiatives and Merit Scholarships

Please discuss your request with a staff or faculty member (i.e. Student Life Staff or faculty advisor) before submitting your request and include the name and title (i.e. John Smith, Club Advisor) of that individual.

[Required] Faculty/Staff Member Email ndyba@uwb.edu

Please provide the email of the faculty or staff member you discussed your request with.

[Required] Executive Summary of Your Proposal

Please provide a concise overview of the program, activity, or service for which you seek funding.

Please reference the University of Washington Bothell's 21st Century Initiatives at the following website and, if and where appropriate, please refer to the applicable initiatives: <http://www.uwb.edu/21stcentury>

Launched in Fall 2012, UWB's Global Initiatives is building support for more robust global experiences for students, faculty and staff, including: study abroad activity, academic connections worldwide, engagement with our international student population, and opportunities for global engagement close to home. Study Abroad Ambassadors, selected through the UW Bothell Study Abroad Scholarship, are integral to leading the study abroad efforts. The proposed advising services provided by Global Initiatives Peer Advisors and activities - Student Showcase connecting study abroad returnees with international students, International Education Week Potluck, International Opportunities Fair, student participation in global conferences, and bi-weekly World Languages Café - will effectively connect UW Bothell students to global opportunities, locally and worldwide.

[Required] Need for this Program/Service

In 200 words or less, please do the following:

-Describe the need for this program or service.

-If possible, include any data that might support your proposal (i.e. surveys indicating a need for your initiative).

-If you have tracked the success of this program or service in the past, please provide that information here.

Research shows participation in study abroad correlates positively with on-time graduation and development of marketable skills. Yet, participation in study abroad remains low among UW Bothell students: 1.2% compared to the national average of 9.1% for all US undergraduates.

We believe there is not a lack of student interest, but a lack of adequate support. In the past three months since study abroad advising has become available within the Office of Student Services, 40 students have scheduled appointments (25 during Fall Quarter and 15 during the first two weeks of Winter Quarter). Many more discussed study abroad during scholarship appointments.

Study abroad is a high-impact educational practice, but it's not a viable option for all students. Global Close to Home, which combines resources from CBLR, the Career Center, and Student Life, offers alternative high-impact learning opportunities – internships, community-based research, and volunteering – that will allow those who cannot travel to enrich their global perspective.

Peer mentors are a viable resource to for planning awareness-raising events, providing individual advising, and assisting students to choose the best option for out-of- classroom, global learning experiences.

[Required] Estimate number of students that will benefit from your proposed program/service.

In 200 words or less, please do the following:

-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.

Global Initiatives serves undergraduate and graduate students in all academic programs. Assuming a modest level of interest- 10% of the student body in actively exploring global connections – we expect approximately 350 advising appointments throughout the academic year.

Annual event participation, based on Fall Quarter 2012 numbers, is expected as follows:

Student Showcase Event: 40+ students

Study Abroad Information Sessions: 60+ students

International Education Week Potluck: 30+ students

International Opportunities Fair: 50+ students (based on comparable Career Center events)

[Required] How do you plan to assess the program or service?

How do you plan to track the effects of this program or service?

For example, how would track how the event/program/service went? How would you track how successful it was and what you could change in the future?

As an emerging unit at UW Bothell, Global Initiatives is constantly monitoring its impact and aiming to better match campus needs. The Global Working Group, comprised of faculty, staff and students, meets on a monthly basis to discuss priorities and vet ideas. We collect quantitative data on advising appointments, event participation, and study abroad applications. We also gather qualitative data in the form of student stories shared on the Global Initiatives web site and the Voices from Around the World blog.

Additional Information

If needed, please include any other information you feel is relevant to your request. (There is no character limit on this field.)

The proposed services and activities align with 21st Century Initiatives in the following ways:

- Enhance student services to support academic success and enrich student life by facilitating participation in high-impact activities, such as study abroad, community-based research, internships, etc. (Student-centered);

- Broaden community engagement by creating opportunities and encouraging student involvement with organizations serving communities worldwide. The Global Close to Home effort, specifically, will enhance research activities focused on local through global issues.

- Emphasize multicultural content and diverse perspectives in learning and scholarship through special events organized collaboratively with the Career Center, Student Life, and CUSP, professional development opportunities for faculty, staff and students, and curricular enhancements.

Salary/Wages

Describe the funds you are requesting in detail below.

Please put total dollar amount of salary/wages in the bottom of this box.

Global Initiatives Peer Advisors (2-3 Student Employees): 40 hrs/wk, 40 wks/yr @ an average of \$13/hr
\$20,800 Total for Salary/Wages

Benefits

Describe the funds you are requesting in detail below.

Benefits paid to regular employees working at least .50 FTE should be calculated at 34.0% of earnings. Benefits paid to hourly employees should be calculated at 16.5% of earnings.

Please put total dollar amount of benefits in the bottom of this box. If you included salaries/wages in the above field, you must calculate the applicable benefits.

Global Initiatives Peer Advisors (2-3 Student Employees)
\$3,099 Total Benefits

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. If your request includes security and you would like an estimate, please contact UWB Security at 425-352-5359.

Facilities fees, refreshments, marketing materials, printing costs, event decorations for three major events @ an average of \$850 per event
\$2,550 Total Programming/Events

Facilities Rentals/Set-Ups

No answer submitted.

Describe the funds you are requesting in detail below.
If you require facilities rentals/set-ups, 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 dollar amount of facilities in the bottom of this box.

Printing & Photocopying No answer submitted.

Describe the funds you are requesting in detail below.
Please put the total dollar amount of printing/photocopying in the bottom of this box.

Office Supplies No answer submitted.

Describe the funds you are requesting in detail below.
Please put the total dollar amount of office supplies in the bottom of this box.

Food/Refreshments No answer submitted.

Describe the funds you are requesting in detail below.
Please put the total dollar amount of food/refreshments in the bottom of this box.
Please review the food policy/food form for the University policies before submitting your request at the following link:
<http://www.uwb.edu/getattachment/admin/services/fuac/foodapprovalform.pdf>

Equipment Rentals/Purchase No answer submitted.

Describe the funds you are requesting in detail below. Include information on the purpose/need for this equipment as it relates to your program or service.
Please put the total dollar amount of equipment rentals/purchase in the bottom of this box.

Transportation No answer submitted.

Describe the funds you are requesting in detail below (indicate in state/out of state, as well as type of transportation). Please note that flight bookings are done through the University.
Please put total dollar amount of transportation in the bottom of this box.

Meals and Lodging for Travel No answer submitted.

Describe the funds you are requesting in detail below. 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/category/21287>
Please note that hotel bookings are typically done through the University.
Please put the total dollar amount of meals and lodging in the bottom of this box.

Telecommunications No answer submitted.

Describe the funds you are requesting in detail below.
Telephone equipment should be estimated at \$35 per handset, per month (this includes only one extension).
Please put the total dollar amount of telecommunications in the bottom of this box.

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.

Registration of 10 student participants for Global Washington and Lessons from Abroad conferences @ an average of \$50 per student
\$500 Total Other

[Required] Total Amount Requested \$26,949

Please take the time to carefully add all of your figures from above. Please note that adjustments will not be made to the total amount requested in the event of an error.
Round your final total up to the nearest dollar.

[Required] Terms and Conditions I Agree

-I have read and agree with the terms and conditions of the SAF Bylaws: <http://www.uwb.edu/studentlife/safc/safbylaws>

-I understand that once submitted, adjustments cannot be made to the total amount requested above.

-I understand that hearings will be held between 8:00am and 12:00pm, tentatively scheduled for Friday, February 8, 2013 and Friday, February 15, 2013. Someone from my group will be available to attend a brief hearing scheduled during that time frame.