

2012-2013 SAF Annual Application

Public User

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Program/Service Title

UW Bothell Policy Journal

Campus Department

UWB Interdisciplinary Studies Program

Contact Person

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Executive Summary of Your Proposal

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

The UW Bothell Policy Journal (the Journal) seeks to publish research on a range of policy topics spanning all disciplines, levels of analysis, and national contexts. The Journal represents a collaborative effort of student editors, faculty, and the Writing Center, as well as showcases student research. The mission of the Journal is to provide fresh perspectives and new voices from around the campus on critical issues to inform how we think about all areas of policy. Simultaneously, the Journal offers an opportunity for students to hone their writing skills and emerge as more effective writers.

Need for this Program/Service

In 150 words or less, please describe the need for this program or service. Please include any data that might support your proposal (e.g., the number of students who have participated in your service or program in the past). If your program is currently funded by SAF, please indicate how you have used the money to help your organization meet its goal(s).

The Journal is a publication that maintains a cross-disciplinary focus, and offers all students an opportunity to actively participate in the learning process and to have their research published. Our need is directly related to the projected exponential increase in involvement and awareness. Increased faculty interest has been demonstrated by a year over year increase in inclusion of Policy Journal in

class syllabi, and increased request for class visits (17 visits in winter 2011, 29 in winter 2012). With regards to student submissions, last year the Journal received 19 submissions, 9 of which were published and distributed. To meet the submission demand, the board has doubled in size reflecting growing student interest. Being published in the Journal is a valuable credential for potential graduate schools or employers that request a demonstration of student work.

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?

The Journal is a signature publication on campus, measuring its success not only by the number of submissions received, but by the other universities participating in our journal exchange. SAF funds have raised the profile of UWB students in the academic community and maintained the Journal as a crucial public venue for student engagement. The Policy Journal has begun an exchange with other similarly operated journal publications. The online version of the journal as well as hard copies are equally sought after to expose the Journal to the region at large. This added need presented by the online publication and journal exchange is reflected in the budget request this year.

Estimate number of students that will benefit from your proposed program/service

In 150 words or less, estimate how many currently enrolled students will likely benefit from your proposed service or program. Please estimate the number of other individuals (and indicate their affiliation) that might benefit from this service or program. Finally, please indicate other sources of financial support.

The target audience for the Journal is primarily the campus community (faculty, staff, general student population, totaling approximately 3000), but the Policy Journal is also distributed to other campuses and universities and to community libraries. Not only do those who have been published benefit (9 published in 15th edition, and 19 submissions; 16th

edition has currently 12 submissions)but, those who have not submitted as well. Additionally, the editorial board currently has 8 members which is an increase from last year to meet growing demand on campus.

Benefits to Participants

In 150 words or less, please describe the benefits that participants are likely to gain by attending or participating in this program or service.

The Journal has provided hands-on experience to the many students who participated in creating analytical research documents, submitting to the Journal, selecting and editing manuscripts, and the preparation and production of a policy journal. With collaboration from the Writing Center, students also benefited from the honing of their writing skills, emerging as more effective writers.

In addition, the Journal is an on campus publication that maintains a trans-disciplinary focus, and offers all students an opportunity to actively participate in the learning process and to have their research published. Students gain confidence and professionalism throughout the collaborative process. Those who benefit include the student editors; the students submitting research, students across campus who read the Journal; and college communities involved in our journal exchange.

Additional Information

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

We would like to highlight the changes we have made:
tracking number of class visits
launching Wordpress
journal exchange

In addition to last year's SAF budget request we proposed co-sponsoring with student organizations on campus. We tentatively plan to collaborate and co-host 3 events in late winter/spring with the Debate Society and Husky Herald.

In this budget request we, the Board, have taken into consideration the SAF feedback presented last year. As such our total budget request is significantly lower than last year's request. The following represents the critical funds necessary to sustain the operations of the Journal.

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.

\$0

Benefits

Describe the funds you are requesting in detail below.

Benefits paid to regular employees working at least .50 FTE should be calculated at 33.4% of earnings.

Benefits paid to hourly employees should be calculated at 14.9% of earnings. Benefits are required if you are requesting salary/wages above.

Please put total dollar amount of benefits in the bottom of this box.

\$0

Honoraria

Describe the funds you are requesting in detail below.

i.e. Payment to speakers

Please put total dollar amount of honoraria in the bottom of this box.

\$500.00- In-Design trainer

Facilities Rentals/Set-Ups

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.

Please put total dollar amount of facilities in the bottom of this box.

\$300- Co-sponsoring event rental for NC Event Center

Telecommunications

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 total dollar amount of telecommunications in the bottom of this box.

\$0

Security

Describe the funds you are requesting in detail below.

*If you would like an estimate, please contact UWB Security.
425-352-5359*

*Please put total dollar amount of security in the bottom of this box.
\$0*

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.
\$5,000.00- print journal on-campus distribution and journal exchange and marketing materials (fliers, posters, etc.)*

Transportation

Describe the funds you are requesting in detail below.

*Please put total dollar amount of transportation in the bottom of this box.
\$200.00- In-Design training and workshop purposes at Seattle campus*

Meals and Lodging for Travel

Describe the funds you are requesting in detail below.

*Please put total dollar amount of meals and lodging in the bottom of this box.
\$0*

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.
\$350.00- includes postage for journal exchange and authors, envelopes and office supplies.*

Food/Refreshments

Describe the funds you are requesting in detail below.

Please put total dollar amount of food/refreshments in the bottom of this box.

Review the food policy/food form for the University policies before asking for food. The Food Policy is

below the food form in the link.

<http://www.uwb.edu/getattachment/admin/services/foodapprovalform.pdf>

\$300.00- co-sponsoring events

Equipment Rentals/Purchase

Describe the funds you are requesting in detail below.

*Please put total dollar amount of equipment rentals/purchase in the bottom of this box.
\$0*

Other

Please include any other expenses that don't fall under any of the above categories in detail.

*Please put total dollar amount of other in the bottom of this box.
\$0*

Total Amount Requested

*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.
\$6,650*