

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

Kristoffer Warren and Lauren Bruns
saxmahn@uw.edu
Jan 14, 2013, 06:53PM PST

SAF Annual Proposal Form

[Required] Proposing Group The Society of Literary Sci-Fi

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

[Required] Department/Organization CUSP

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

[Required] Contact Person Kristoffer Warren and Lauren Bruns

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 saxmahn@uw.edu; Labruns2@uw.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 425-772-5176; 425-691-7474

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 Professor Kristy Leissle and Professor David Nixon

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 kleissle@u.washington.edu; mitsuo@uw.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>

Nine freshman students here at UW Bothell, along with Professors Kristy Leissle and David Nixon are working hand in hand to create, and eventually publish, a short story anthology based on the science fiction genre. This anthology would feature the short stories based around creating a utopia that we nine students wrote last quarter for Leissle and Nixon's DC1 classes. Our project would support the University's 21st Century Campus Initiative, namely by focusing on improving student services to promote their academic success, and by enhancing signature strengths and innovate thinking among students.

[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.

The need for this program is simple: to promote students to think creatively about their education. In our generation, education is often thought to be one dimensional and mandatory. With this project we would show that this is far from the case. One way for students to desire higher education is to see that their work can be recognized among one's peers, professors, and community here at UWB. This project would promote the love for writing by sharing in one another's work; especially in science fiction, which is a topic that is often overlooked. Overall, our project would demonstrate the creative literary talents of UWB's students, as well as spark an interest for science fiction and short stories in general.

[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.

The students that will benefit from this project are first, the nine that are actively producing the anthology. We will gain experience in the editing and publishing process, as well as learn the skills involved with working in group collaboration. Aside from us directly, the rest of the student body would be affected by the collection. Those who are interested in our writing or the publishing process can access our work either through book form, or by using the online version. Students will be inspired by the literary achievements of their peers to take learning into their own hands; being able to create a whole short story collection by ourselves in our first year of college is very encouraging.

[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?

The way that we plan to assess this programs achievement is first by calculating how many printed copies of our anthology we distribute to people other than ourselves (particularly students). Also, we can easily add Google Analytics to our website to count visits and provide a feedback or comments page. Lastly, Professors Leissle and Nixon in their DC1 course next year would survey their students to see how many of them have heard of our work and what they think about it.

Additional Information

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

Even more than it is an academic achievement for us nine students; this project benefits UWB's community as a whole. Even though these works came out of our DC1 class, at its core it is an extra-curricular creative writing project that showcases the literary talents of our student body. Our faculty advisers were quite impressed with the literary work that we first quarter freshman students put out. Writing and publishing a collection of science fiction short stories really is an impressive feat, let alone at our young age. People often come to college with no idea as to what they can achieve. This project serves as an example to all incoming, and current students, showing them what they can do at UWB and beyond the classroom. The opportunity that they have at this school, and what they can really accomplish, is truly awe inspiring.

Salary/Wages N/A

Describe the funds you are requesting in detail below.

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

Benefits N/A

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.

Programming/Events N/A

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 Rentals/Set-Ups N/A

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

Describe the funds you are requesting in detail below.

Please put the total dollar amount of printing/photocopying in the bottom of this box.

We are looking to budget \$4,500.00 for the production of the printed anthology and minimal costs for the online version. This would include about 450 books that would have a color cover, black on white text, and be about 50-75 pages in length.

Office Supplies N/A

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 N/A

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 N/A

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 N/A

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 N/A

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 N/A

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 N/A

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.

[Required] Total Amount Requested \$4,500.00

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.