

SSC Grant Writing Workshop

Resources for a Successful
SSC Proposal



In this Resource:

1. Student Membership to the SSC
2. Project Idea Development
3. Writing a Good SSC Proposal
4. Example of a Good SSC Proposal

Student Membership

At Large Member

What: An individual member of the SSC

How: submit a cover letter and resume

When: Applications accepted in late fall and late spring

Responsibilities: Attend bi-weekly meetings, participate in discussion on project proposals, vote on projects

What makes a strong application? Consider answering these questions in the application:

1. Why do you want to be on the SSC?
2. What unique insights could you bring?
3. What experience and education do you have that would make you a good addition?

Organization Representative

What: A representative from a sustainability related student organization

How: Organization submits an application from our website

When: Applications in late spring

Responsibilities: One representative attends bi-weekly meetings, participate in discussion on project proposals, vote on projects

What makes a strong application? Consider the following questions when developing your application:

1. How does your organization relate to the three pillars of sustainability?
2. How does the organization identify with the SSC's mission?

Project Idea Development

Students: Idea Development Process

1. What are you passionate about?
2. Relate the project to UK:
 - a. Is there something missing?
 - b. Is there something needed?
 - c. Want to create a piece of technology?
 - d. Does there need to be community education?
 - e. Want to increase awareness?
3. Analyze your Idea:
 - a. How will this project advance sustainability?
 - b. What are its strengths?
 - c. How could it improve?
 - d. Who are the stakeholders and who needs to be involved?
4. Implementing the Idea:
 - a. Do you need a faculty/staff advisor?
 - b. Create a budget

Faculty/Staff: Project Development Process

1. Questions to Consider
 - a. What sustainability topic needs to be addressed?
 - b. Is there something lacking in your department?
 - c. Is there another department you can collaborate with?
 - d. How can you maximize student impact?
2. Leverage Other Funding Sources
3. Project Examples
 - a. Student Interns/Assistants
 - b. Research supplies and implementation
 - c. Survey Incentives
 - d. New Programming

Writing a Strong SSC Proposal

Writing the Proposal

1. Apply online using our application [webform](#)
2. Clearly explain the relation to the 3 Pillars of Sustainability
3. Clearly emphasize student impact
4. Be clear and concise!

Logistics

1. Create a thorough budget
2. There can be no retroactive funding
3. Funding requirements:
 - a. For projects below \$1,000, no matching is required
 - b. For projects ranging between \$1,000 and \$4,999, in its second year, 25% of project must be funded by an alternate source
 - c. For projects priced \$5,000 and above, in its first year, 25% of the projects cost should be sought (but not necessarily attained)
 - d. For full funding requirements, see [here](#)

Presentation

1. 10 minute presentation, 5 minute Q&A
2. Make it interesting and persuasive
3. This is the last impression before the Council votes

How to Stand Out

1. Seek out additional funds
2. Interdisciplinary teams, partnerships, and collaborations are viewed positively
3. Provide letters of support
4. If relevant, have relevant graphics/flyers included

For an example of a strong SSC proposal, click [here](#).