

ACE WNO Campus Conversation Funding

Rev. 1/31/2020

Thank you to IRs for encouraging ACE WNO activity in your region!

Each year ACE WNO allocates funding based on budget surplus to support women's leadership development activities on campuses in Ohio that foster continued conversation and collaboration. Institutional Representatives (IRs) can apply for **up to \$500** to help cover costs for educational materials, marketing, refreshments, etc. by completing the [Application for Campus Conversation Funding](#) (below). Please note that these grants are not intended to cover student events, professional development fees, tuition, or conference registration fees.

Submit the application to the attention of the Awards Committee Chair at ace.wno.awards@gmail.com. Please note, the application process for the Campus Conversation Grants has changed. We are aligning the timeline of these awards with the other ACE Awards. Therefore, applications will be accepted until **August 30, 2020**. Applicants will be notified of the final status of their request at the annual ACE Women's Network of Ohio Conference in November.

If an award is granted, the IR will submit a summary report detailing how the funds were spent. If multiple events are held, a summary of each event can be submitted within 30 days of the event, or one final report that provides details about each event can be submitted by **December 31, 2021** for full reimbursement. All reports are to be submitted electronically to ACE WNO Awards Committee at ace.wno.awards@gmail.com and must include the following:

- 1) a brief description of the event,
- 2) attendance roster, and
- 3) a budget with receipts. Marketing and communication for the event should indicate that ACE WNO is a sponsor.

Awardees will have up to **December 31, 2021** to complete the activity and submit receipts for reimbursement unless alternative arrangements are made in advance with the Awards Committee and Treasurer and are approved by the ACE WNO Board.

Application for Campus Conversation Funding

Applicants may copy and paste these headings into an email to ace.wno.awards@gmail.com

Institutional Representative (IR) Name:

IR email address:

IR phone number: Institution

name: President's name:

President's email

Institution address:

Title of activity:

Date(s) of activity:

1. Target audience and number of attendees
2. Goals and objectives of the activity:
3. How will you market/communicate this activity to your intended audience?
4. Briefly describe how the activity relates to the mission of ACE WNO:
5. Itemized Budget: