

THE GRADUATE ASSEMBLY

UC BERKELEY'S GRADUATE-STUDENT GOVERNMENT

• Serving U.C. Berkeley's 9,000 Graduate Students •

Educational Improvement Grant Program (EIGP)

PURPOSE

EIGP provides **up to \$1200** to graduate student-initiated projects that will enhance graduate student education on the UC Berkeley campus. EIGP funds a variety of projects such as:

- Student-taught courses
- Educational manuals and student handbooks
- Group field study and experiments
- On-campus conferences and symposia
- Speaker series
- Journals, newsletters and publications
- Film productions and festivals
- Dance and music performances
- Art exhibits
- Graduate student recruitment programs

For 2000-01, EIGP will target original, innovative projects that focus on teaching and the improvement of classroom education.

APPLICATION PROCESS

Application instructions may be picked up at the Graduate Assembly in Anthony Hall. *Due to limited funds, we advise applicants to submit funding proposals for the earliest possible deadline.*

The EIGP Funding Coordinator is available to review draft proposals before the application deadlines. We encourage applicants to take advantage of this opportunity in order to get feedback before we make funding decisions. There is no process of appeal should your application be rejected.

We will notify applicants of funding decisions approximately two weeks after each application deadline.

FUNDING CRITERIA

EIGP focuses on a project's potential for fulfilling the unmet educational needs of UC Berkeley graduate students. We are concerned with factors such as timeliness, clarity of purpose, and cost-effectiveness. In addition, we will take into account the number of graduate students who participate on the project as well as the number of students who will be served by it.

RESTRICTIONS

EIGP does **not** fund:

- Food
- Salaries and stipends
- Theses and dissertations
- Equipment purchases over \$50
- Honoraria in excess of \$100 per person for a total of \$400 per project. Honoraria may not be paid to UC Berkeley faculty, students and employees
- EIGP typically does not fund large expenditures for travel or accommodations.

Projects may receive EIGP funding only once per academic year, and each graduate student organization may receive funds for only one project. *EIGP-funded projects may also receive concurrent funding from other Graduate Assembly programs.* A student group may not apply for full funding for the same project for more than two years out of five. Each year after the first two, funding eligibility is limited to half of the amount of the previous year's eligibility, i.e., up to \$600 for the third year, \$300 for the fourth year, and \$150 for the fifth year.

DEADLINES

August 18, 2000 for grant period 08/18/99 through 5/14/01.
September 29, 2000 for grant period 09/29/00 through 5/14/01.
November 17, 2000 for grant period 11/17/00 through 5/14/01
February 2, 2001 for grant period 02/02/01 through 5/14/01
March 16, 2001 for grant period 3/16/00 through 5/14/01.

*Grants will be awarded for each funding round to the maximum available funding until all funds have been awarded. *It is possible that funds may be depleted by the final round, so please apply early.*

Applications are due in Anthony Hall by 5:00 p.m. on the day of the deadline.

CONTACT INFORMATION

For further information, please contact Adrian McIntyre, the EIGP Coordinator, or S. Nzingha Dugas, the Graduate Assembly Business Director, at the Graduate Assembly, Anthony Hall #4500, U.C. Berkeley, Berkeley, CA 94720. Adrian can be reached at 642-2876 and Nzingha at 642-2175; Fax: 642-7721. Email: mcintyre@sscl.berkeley.edu or nzingha@uclink4.berkeley.edu.



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Application Instructions

Each grant application should include the following sections:

1. **Cover Page:** List the Project Title, Project Director, two Co-Applicants and the sponsoring Student Organization. Please provide the names, departments, campus addresses (include mail code), home addresses, telephone numbers and email addresses of each applicant. Be sure to indicate that you are applying for the EIGP.
2. **Description:** Describe your project as clearly as possible. What is it? Where will it take place? Who will it involve? When will it take place? How long is it? Is it a one-time event or an ongoing project?
3. **Funding Request:** How much money are you requesting and for what general purposes (e.g. printing, advertising, room rental, etc.)? Be sure to review the EIGP funding restrictions described on the grant information sheet.
4. **Previous EIGP funding:** Has your group and/or project received EIGP funding within the past four years? If so, when? How much did you receive?
5. **Qualitative Measures:** Describe the goals of your project. Broadly speaking, explain how it will contribute to the education of U.C. Berkeley graduate students?
6. **Quantitative Measures:** How many graduate students will your project involve, and in which departments or disciplines? How many other members of the campus community will be affected?
7. **Budget:** Please provide a detailed, itemized budget for your project. If you are applying for funds from more than one source, please specify which budget items you want EIGP to fund.
8. **Other Funding Sources:** What other funding have you obtained or do you plan to secure for your project? If you are not receiving departmental funding, why not? If this project will be repeated in future years, where will you seek future funding?
9. **Advertising:** Describe in detail how you will reach your target student audience.

Applications must be typed and should not exceed six pages. Submit six complete copies of your application in Anthony Hall by 5 p.m. on the appropriate deadline. Applicants will be notified of funding decisions within two weeks after the deadline.

*Reminder: Student groups receiving grants must officially register at 102
Sproul in order to receive EIGP funding.*

EIGP Funding Coordinator Adrian McIntyre and GA Business Director S. Nzingha Dugas are available to answer any questions or to review a draft of your application. You can reach them at the Graduate Assembly, Anthony Hall #4500, U.C. Berkeley, Berkeley, CA 94720. Adrian can be reached at 642-2876 and Nzingha at 642-2175. Email: mcintyre@sscl.berkeley.edu and nzingha@uclink4.berkeley.edu.

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Repeat Project Restrictions

A project may not receive full funding for more than two years out of any five-year period. Applications for a third, fourth or fifth year are limited to *half the amount for which the project was eligible in the previous year*. The maximum eligibility under current EIGP guidelines is \$1200. Thus, if a project has received any amount of funding for two consecutive years, it may apply for up to \$600 the third year and \$300 the fourth year.

The restrictions on repeat funding apply to *projects*, not organizations. If a student group initiates a new project, that project is eligible for funding up to \$1200, regardless of whether the group has received funding for some other project in previous years. For example, a group might have used EIGP monies to publish its newsletter for two years. If they apply for a new project—such as a symposium, documentary video, GSI workshop, speaker series, etc.—they will be eligible for up to \$1200 to fund that project.

Each graduate student group may receive only one EIGP grant per academic year.