BLI Small Grant Proposal
(Rolling Deadline)

Introduction
BLI Small Grants are intended to (1) stimulate learning about leadership through practice, (2) encourage and support student initiative, and (3) seed innovative projects that will contribute to the Institute, campus community, and/or society. A rolling application deadline and a speedy review process will ensure the opportunity to support short-term projects or unexpected opportunities. The Small Grants program provides grants up to $200 to BLI Fellows to launch short-term projects or events that address issues about which they are passionate.

Student Eligibility
All proposed projects must involve at least one BLI Member as a part of the leadership team. If you have received a BLI Small Grant previously, any new proposal must be a new project/event.

The Institute’s Expectations of Students
Each small grant proposal should clearly address the following items:

• **Leadership** – Each project should include leadership as a key element. Applicants should state which BLI Leadership Habit(s) this event or activity will help to cultivate. This Habit(s) can be:
  o The focus and driving force of the initiative (i.e. bringing in a leadership panel)
  o Or the byproduct (i.e. your team will develop this habit during the planning/implementation process)
• **Proposal Goals** – The BLI prioritizes funding for projects that make a meaningful contribution to a community larger than the members of the project team. Describe your aspirations for the project as a whole and the broader impacts the project might have.
• **Support Expectations** – Sketch out and justify the monetary and non-monetary support you hope to receive from the BLI. Also include any support you are receiving from other units on and off campus.
• **Reflection** – In every experience, reflection is key to learning and applications should describe how the team will integrate reflection in their process.
• **Reporting** – As part of your award funding, you are required to provide a final report/summary (1-3 pages), as well as a blog post on the Student Voices site. Please note that both must be completed within 10 days of the conclusion of your project and/or event.

Grant Proposal Guidelines
When writing your small grant proposal, you should utilize the following framework:

1. **Cover page** (include proposal name, your name and names of all team members, if applicable, date)
2. **Grant Proposal Summary** (3-5 sentences)
3. **Grant Proposal Background**
4. **Grant Proposal Description & Goals**: Personal and Professional Development
Leadership for Peace Option
Small Grant applicants may apply for additional funding beyond the $200 maximum, through the Leadership for Peace Initiative. The BLI Leadership for Peace Initiative aims to cultivate active citizens of the world who can utilize research and critical thinking skills to engage with different cultural perspectives and make a positive impact in the global community. We support experiences that allow students to engage in local and global challenges in order to contribute to ongoing solutions in these areas. Preferences will be given to opportunities that allow students to meaningfully engage in situations defined by conflicting interests. Applicants can apply for up to $100 of additional funding through this option by adding a section in your proposal that specifically addresses how your project/event fulfills the goals of the Leadership for Peace Initiative.

Submission Instructions and Deadlines
Please submit the application, proposal, and any additional materials you would like to include to ApplicantStack. Applications will be accepted on a rolling basis. For more information or if you have any questions, please contact the Institute at bargerinstitute@umich.edu.

Review Process
After receiving your application, the selection committee will review the application and provide feedback and a decision to the group in a timely manner, ensuring a quick turnaround. The selection committee will accept the project as is, suggest modifications for proposal re-submission, or deny financial support. All awarded funds must be used by the end of the term in which the small grant is awarded.

Additionally:

- All grantees are responsible for submitting a final report/reflection and blog post within 10 days of the completion of the project and/or event.
- All grantees (unless graduating in Spring 2017) are required to attend a Student Leadership Showcase on September 15, 2017. (Details to follow)
SMALL GRANTS AND STUDENT PROJECT
ALLOWABLE EXPENSES AND DISBURSEMENT OPTIONS

Funds awarded by the Barger Leadership Institute may be used for the following types of expenses provided they are directly pertaining to your awarded project or event:

- Food and refreshments
  - For event
  - For team meetings
  - Meal reimbursement (for costs incurred while travelling for awarded project)
- Supplies and materials
- Marketing
  - Copying/Printing costs
  - Website/Domain acquisition
- Reasonable travel costs related to your project which could include:
  - Plane/train tickets
  - Ground transportation reimbursement
  - Public transportation reimbursement
  - Van/car rental
  - Mileage reimbursement
- Room/venue reservation costs

Funds may **not** be used for the following purposes:

- Salaries
- Direct financial donations to non-profits organizations
- Direct financial donations to political campaigns or lobbying organizations
- Direct financial donations to established and registered corporations/LLCs
- Personal expenses not directly related to your project
- Purchase of alcohol or illegal substances/services
- Annual budget for a student organization
- Financial contributions to or support of terrorist/hate-driven organizations or movements

Funds awarded by the Barger Leadership Institute may be disbursed in multiple ways:

1. Direct disbursement of grant amount to a [student organization account](#)
2. Direct purchase of goods on behalf of the student team by the Barger Leadership Institute staff
3. Reimbursement to the individual member of the student team for expenses related to the awarded project/event (original receipts must be provided)