

## **President's Council of Cornell Women**

*Working to enhance the involvement of women students, faculty, staff, and alumnae as leaders within Cornell's many communities.*

### **2018-2019 PCCW Microgrants for Cornell Student Organizations**

PCCW invites officers of registered student organizations at Cornell to submit proposals for projects or events that empower women, raise awareness of women's issues, increase active participation of female constituencies, and/or facilitate interaction between female students, faculty, administrators, and alumnae.

#### **Eligibility:**

Currently approved registered student organizations

#### **Guidelines:**

1. Maximum grant request: \$500
2. Project/event focus on women's issues, on or off campus
3. Organization has demonstrated prior experience relevant to the project or event
4. Cross-collaboration and/or co-sponsorship strongly encouraged
5. Project or event begins and is completed during the 2018-19 academic year.
6. One microgrant per organization.

#### **Fundable Budget Line Items: Examples**

1. Catering:
  - a. Small reception (25-50): \$100
  - b. Medium reception (50-75): \$150
  - c. Large reception (75+): \$200
2. Speakers:
  - a. Accommodation: \$100/night
  - b. Travel: \$200 total
3. Publications/printed material
4. Equipment/supplies essential to the project or event; all durable items must remain property of the organization and not any individual, and should have expectation of future use by the organization

#### **Ineligible for Funding: Examples**

1. Honoraria or gifts for speakers
2. Alcoholic beverages
3. Items to be sold for fundraisers
4. Events organized to raise funds for profit or charity
5. Any fee charged by participating Cornell students, employees, alumni, parents/relatives of students

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### **Other Requirements**

1. Submission of a short project or event summary, including objective, number of participants, and intended lasting consequence(s) or outcome(s) of the project or event.
2. Verbal announcement during an event that recognizes PCCW support, as well as printed, online, and/or digital recognition if relevant.
3. After the project or event, submit an itemized list, with receipts, of all expenses paid by grant funds, plus photo documentation of the project or event, to be used to record and profile it.
4. Any unspent grant funds, including any insufficiently documented amounts, will be returned to PCCW.

### **Submission Process**

1. [Online application](#)
2. **Deadline: October 1, 2018**
3. Grant recipients will be notified no later than early in November 2018, and funds will be distributed upon receipt of university account number.

**Questions:** [pccw@cornell.edu](mailto:pccw@cornell.edu)