**Boston College
*Service and Justice Program Grants*
Application Form 2023-2024**

**Applications are due by 5 p.m. on 9/29/23 via email to Kate Daly (**kate.daly@bc.edu**).**

Part I

Program/Organization Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Sponsoring Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_
Date(s) of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_

Name & Role of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
BC Advisor, if applicable: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PeopleSoft Account Number: \_\_\_\_\_\_\_

**Total Anticipated Budget for Program:** $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**How much money are you requesting? (Please provide a dollar amount):** $

Please list funding already received or expected from other sources:

1. Departmental funding committed: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Co-sponsorship funding pledged or received (include names of departments):

 $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Mandatory student deposit amount (if applicable):
Amount: $\_\_\_\_\_\_\_ X \_\_\_\_\_\_\_\_ students Total student deposit amount: $\_\_\_\_\_\_\_\_\_\_\_\_
4. Individual student fundraising requirement (not including deposit):
Amount: $\_\_\_\_\_\_ X \_\_\_\_\_\_students Student fundraising total (expected): $ \_\_\_\_\_\_\_\_
5. Total from (a+b+c+d): $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant signature: Date: email:

Advisor signature: Date: email:

**Part II**

Please describe your event or project (include any relationships with organizations external to BC):

How are participants recruited/selected/registered?

List in bullet format the expected learning outcomes for participants:

How will your organization evaluate the program?

**BUDGET DETAILS**

Provide all **applicable** budget details for the following:

Transportation total: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
*Please explain all your transportation needs, including various modes of transportation, cost per participant, if applicable):*

Housing expenses, if traveling: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
*Provide details:*Food expenses, if traveling: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
*Provide details:*Service project materials: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
*Provide details:*Team preparation or meeting expenses: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
*Provide details:*

TOTAL ANTICIPATED BUDGET: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(This amount should match total listed on page one)

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