

# NYSCHA Student Programming Grant

Application Deadlines: March 15 and October 31

## GUIDELINES

The New York State College Health Association (NYSCHA) has developed a grant to be awarded up to two times a year for student focused programming. Funding is available to campuses that design programs, which will benefit students statewide (i.e., a program that could be modeled at other campuses) or programming which will include a number of campuses in a given district or districts.

There are two funding cycles, March 15<sup>th</sup> and October 31<sup>st</sup>. Applicants can apply for funding up to \$500. The Student Programming Grant is annually allocated \$1,000 from the NYSCHA budget. If there are no grant applications received by the February deadline, the full \$1,000 is available for the October deadline.

<b>Deadline</b>	<b>Program to be Held</b>
March 15 <sup>th</sup>	By end of Fall Semester
Oct. 31 <sup>st</sup>	By end of Spring Semester

The application form and program description must be submitted to the NYSCHA President by the application deadline.

**Review Process:** Grants will be awarded depending on the number of applicants, quality of programming, extent of outreach to students, and availability of funds remaining at the time the application is received. Applicants may receive partial funding of their grant request. Grant applicants will be contacted within 3 weeks of the proposal deadline regarding the status of their application.

Grant recipients have the option of receiving their funding prior to conducting the program. However, all grant recipients must submit their receipts to the NYSCHA treasurer within 3 weeks of the program being held. Accompanying the receipts should be a one-page description of the program that was held. Any unused funds should be returned to NYSCHA.

### **Send completed applications to:**

Kathy MacLachlan MS, ANP  
Syracuse University Health Center  
111 Waverly Avenue  
Syracuse, NY 13244  
(315) 443-9017 Fax (315) 443-9010  
[kathymac@twcny.rr.com](mailto:kathymac@twcny.rr.com)

## APPLICATION FORM

**Contact person for grant:**

\_\_\_\_\_

**College/University:**

\_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Phone** \_\_\_\_\_

**Fax #:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**PROGRAM DESCRIPTION:** *Attach a one-page description that includes the following:*

- Program goals and objectives
- Any special circumstances or unique aspects of the program
- Who will be attending the program?
- How can information gained at this program be applied to campuses?
- How the program will be publicized?
- Will participants of the program be paying fees? If yes, what is the fee?
- Is this program being cosponsored with any other organizations?
- Are other funding sources being pursued for this program? Please explain.

**BUDGET:** *Complete a projected budget that includes estimated expenses for: (Feel free to provide additional information.)*

- Speakers: \_\_\_\_\_
- Materials: \_\_\_\_\_
- Mailing(s): \_\_\_\_\_
- Facilities: \_\_\_\_\_
- Travel: \_\_\_\_\_
- Housing: \_\_\_\_\_
- Other: \_\_\_\_\_

**Total estimated expenses for program:** \$ \_\_\_\_\_

**NYSCHA grant funding being requested:** \$ \_\_\_\_\_

*NYSCHA President to complete:*

**NYSCHA grant funding awarded:** \$ \_\_\_\_\_

**Date:** \_\_\_\_\_