



Informational Sheet Giving Circle 2023-2024 Grant Cycle

January 9, 2023:	Committee begins accepting applications for 2023-2024 awards
February 20, 2023:	Deadline for faculty to submit application to their campus Office of Sponsored Programs for review via Cayuse SP
February 24, 2023:	Applications due to the Alliance by 5:00 PM EST
March 1-24, 2023:	Grant committee reviews applications and vote on grants to fund
April 7, 2023:	Grant applicants notified about status of application
April 10-14, 2023:	Grant winners to pre-record acceptance impact statement to be shared at the 2023 Women & Philanthropy Symposium
June 30, 2023:	Acceptance form due back from grant recipients
December 15, 2023:	First progress report due from grant recipients
May 31, 2024:	Final report due from grant recipients

What is the application process and deadlines?

All applicants are required to submit the 2023-2024 Grant Application Cover Sheet, a two-page proposal narrative, and a one-page detailed budget. All documents should be saved as a single PDF file and titled with the name of your project. Final documents can be submitted via email to alliance@tennessee.edu.

Who needs to submit their grant proposal through Cayuse SP?

Faculty members are required to submit their grant application to the UT Research Foundation's Office of Sponsored Programs via Cayuse SP by February 20, 2023. The Office of Sponsored Programs will review to ensure application criteria has been met and will submit the proposal to the Alliance by 5:00 P.M. EST on Friday, February 24.

How and when will I be notified of my funding status?

We will be notifying all applicants of their award status by April 7, 2023. Representatives from each winning grant will be invited to participate in our 2023 Women & Philanthropy Symposium on April 21, 2023. Our 2023 Symposium will be held in-person, and winners will be asked to submit a short impact video (under two minutes) to be presented during the event. Our staff will work with you to coordinate these recordings. Check our website: (<http://alliance.tennessee.edu>) for updates.

What types of programs/projects is the Alliance looking to fund?

The Alliance is particularly interested in funding projects that are innovative and show a compelling need. We are also interested in projects that have the opportunity to generate revenue for the university or can be leveraged to gain support from other organizations. Additionally, we hope to make the greatest impact possible, whether that means touching a large number of students, collaborating with local organizations, or making an impact in the community.

How much funding is typically provided each year?

During the 2022 grant cycle, we were able to fund 6 projects for a total of \$40,500. You can obtain a list of past recipients online at: <http://www.utfj.org/grant/>.

If my grant is selected, what kind of reporting will I be required to provide?

All grant recipients are required to submit a Mid-Project Progress Report halfway through their project (on or before December 15, 2023) and a Final Progress Report (on or before May 31, 2024). In some cases, it will make sense for us to deviate from this schedule, but a report will be required *prior* to the distribution of funds.

If my grant is selected, how and when will I receive the funding?

The Alliance will distribute funds twice during the lifetime of your project. The first half of your grant funding will be transferred to your designated UT restricted account after you submit your Mid- Project Progress Report. The remaining funds will be transferred into your account after you submit your final project at the end of your program/project. Grant recipients will be asked to fill out an acceptance form by June 30, 2023.

Questions

All questions can be directed to Melissa Smith at msmith@tennessee.edu or 865-974-7544.