

Activist Lab Impact Grants

Application Instructions

WHAT IS IT?

Micro-grants awarded for student projects designed to address a public health concern. The maximum award available is \$2,000. Most awards will be in the range of \$500-\$1000, but requests for lesser amounts are welcome.

Connecting with a community partner is a critical component of this program. The lists of previous projects below include the community partner involved. You may wish to consider one of these or any other partner with whom you wish to collaborate. If you have questions about connecting with a community organization, please consult with Dean Andrade for more information.

WHO IS ELIGIBLE?

Any BUSPH student in good academic standing is eligible to apply. Other BU students interested in applying must work collaboratively with student(s) from SPH, who will serve as the primary applicant.

WHAT IS REQUIRED?

- (1) Projects must aim to address a particular public health need or concern. Projects should focus on making upstream, long-term public health change in a specific community.
- (2) Funded projects will address problems or concerns of people or communities locally, nationally, or internationally within a defined, practical scope. Projects must take place off the BU Campus, invite community partners to participate in an activity, or demonstrate specific relevance to a particular community – addressing community-identified challenges and opportunities (such as a project involving analysis of data regarding the community of interest).
- (3) Grant funds must be used to directly support the project, which may include: events, supplies, software, survey incentives, etc. Funds may not be used to support student or BU employee time on the project.
- (4) Projects must meet the needs of an organization or agency that works to address the needs of the population of interest. Examples: a project to address concerns of the homeless population in Boston must engage with the Boston Public Health Commission (BPHC) Homeless Services; a project to address substance use in Boston residents may engage with BPHC Recovery Services; etc. *As part of the application, the community organization must provide a letter/statement to the Activist Lab supporting the specific project.*
- (5) Projects must have a clear goal and present a deliverable at their completion. This may include an analysis of data, surveys or interviews to measure the success of an implemented program or a policy proposal.

GLOSSARY

PROJECT ABSTRACT: A brief description of what your project will look like and your overall goals. Should be about 150 words.

COMMUNITY NEEDS ASSESSMENT: What population are you focusing on? What issue are you planning to address? What has already been done, and what more needs to be done? What community partner are you engaging, and what suggestions do they have? Minimum 250 words.

COMMUNITY PARTNER LETTER OF SUPPORT: As part of the application, the community organization must provide a letter/statement to the Activist Lab supporting the specific project.

PROGRAM DESCRIPTION: What are you planning on doing, and how will you do it? Please be as specific as possible. Minimum 250 words.

SUPPORT NEEDED: How can the Activist Lab best support you as you work on your project? What challenges do you anticipate, and what are possible solutions? Should be about 100-250 words.

GOALS AND OBJECTIVES: Highlight the major goals of your project.

TIMELINE: When you expect to complete each project task. See example below:

ACTIVITY	PROJECTED DATE
Develop survey	September 2021
Purchase incentives	Late September 2021
Distribute survey	October 2021
Survey close and distribute incentives	Mid-November 2021
Code survey data	December 2021
Present finding to committee	January 2021

BUDGET OVERVIEW: A brief statement stating how much you are requesting, and the overall purpose of the money. Total may not exceed \$2,000.

BUDGET TABLE: Break budget items up line-by-line. See example below:

ITEM DESCRIPTION	PRICE	QUANTITY	TOTAL
\$50 gift cards as incentives	\$50	20	\$1,000
Monthly Dedoose software for coding surveys	\$10.95 per person per month	4 people, 3 months each	\$131.40
\$100 Visa gift card to give to community leaders as a thank you for advising on proper survey techniques	\$105.95	2	\$211.90
TOTAL			\$1,343.30

EVALUATION: How will you measure success? Should be about 100-250 words.

PARTICIPANTS & PARTNERS: Who will be working with you, and what are their roles? Add as many rows as necessary.

ADDITIONAL INFORMATION: Any other comments, questions, or information the Activist Lab should know.



Boston University School of Public Health
Activist Lab

IMPACT GRANT APPLICATION

Please send completed applications to Caroline McQuade (cmcquade@bu.edu).

DATE SUBMITTED	NAME
PROJECT TITLE	PHONE/EMAIL

I. PROJECT ABSTRACT

II. PROGRAM DESCRIPTION

III. GOALS & OBJECTIVES



IV. COMMUNITY NEEDS ASSESSMENT

Note: The community organization must provide a letter/statement to the Activist Lab supporting the specific project. Please have the email sent to Caroline McQuade (cmcquade@bu.edu). Caroline will confirm with you when your organization has submitted their letter.

V. SUPPORT NEEDED



VI. TIMELINE

ACTIVITY	PROJECTED DATE

VII. BUDGET
BUDGET OVERVIEW

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ITEM DESCRIPTION	PRICE	QUANTITY	TOTAL
TOTAL			



VIII. EVALUATION

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IX. PARTICIPANTS & PARTNERS

AFFILIATION	NAME AND TITLE	ROLE (Partner, advisor, financial, planning, etc)	PHONE/EMAIL
Student Lead			
Student Partner(s)			
Faculty/Alumni Mentor			
Community Partner			
Other people you would like to engage			

X. ADDITIONAL INFORMATION

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