



LGBTQ HXSTORY MONTH

Event Grant Application
2020 - 2021

Theme: **“LGBTQ Hxstory Month: Connecting at the Intersections”**

Organization Name: _____

Event Name: _____

Amount of Funds Requested: \$ _____

First Name: _____ Last Name: _____ CSUSB Affiliation: _____

Contact Title: _____ Phone Number: _____

CSUSB Email: _____

The grant application scoring process includes 4 steps:

1. Applications will be reviewed by the LGBTQ History Month Event Grant Subcommittee to determine if applications were submitted on time with proper documentation and reporting from previous grant awards (if applicable).
2. Event Grant Subcommittee members will individually score and rank applications on a rolling basis.
3. The Event Grant Subcommittee will meet to discuss and award grant funding and determine which event proposals will move forward for Presidential Cabinet final approval.
4. Grant applicants will receive email notification of the decision.

The following table details the rubric used by the Event Grant Subcommittee to quantitatively score and rank grant applications. A total of 16 points is possible.

Event Purpose and Relationship to Theme	Clearly outlined outcomes and purpose, including a timeline and achievable goals. Activities are well defined and align directly with the theme.
Impact on Student Learning	Multiple possible impacts on student learning are clearly and concisely presented with supporting references.
Justification on Expenditures	Thoroughly addressed each expenditure with a clear justification; provided detailed account of expenses.
Assessment	Clear picture of how data will be collected and used to demonstrate degree to which outcomes and purpose are met.

Event Proposal

Clearly outlined the outcomes and purpose of your program or event.

Describe possible impacts on student learning and how your event will make those impacts possible.

Provide Justification of Expenditures, including:

1. Detailed budget of the proposed event and how grant funds will be used
2. Why your organization's current budget needs support
3. Other sources of funding

Describe how your event will be assessed and what methods you will be using to assess your event outcomes and purpose.