



The small grant application is for requests from \$500 up to \$5,000. For detailed application instructions and further information about the program, please refer to the SEJF Grant Application Toolkit.

Submit completed application by delivering a hard copy and emailing a scanned version (including signatures) to SEJF Manager Johnathan Riopelle at High Street Hall Room 22. Applications must be provided in both forms in order to be reviewed. Email: [johnathan.riopelle@wwu.edu](mailto:johnathan.riopelle@wwu.edu).

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#### SECTION 1: Project Concept.

- a. Project Title: Poster Presentation at the 2020 PacRim International Conference on Disability and Diversity
- b. Describe your proposed project: I am presenting poster about my literature review for my thesis research on adaptive sports. I argue that mixed-ability adaptive sports have the power to create community on college campuses. I am also promoting a newer, more accessible poster presentation that will allow more individuals with disabilities to independently interact with poster presentations. This adaptation includes an audio component, a brailled handout, and a large printhandout.
- c. Who is the intended audience? The disability community, disability scholars, disability professionals. At PacRim there is a varied audience from around the world ranging from scholars to professionals working in the disability community, but also at least 2 other scholars from WWU spanning the recreation department and the special education department in Woodring. Since this is the first time I have been to this conference, it's hard to estimate the number of attendees but it is the premier disability focused conference around the world for the past 35 years. My guess would be somewhere around 500+ attendees.

If the poster format and associated materials are well received, then I will add them to the WWU community's information banks to show how to make presentations more accessible.

- d. How many students will be directly affected? One graduate student will present at the conference but potentially many more individuals will benefit by the information presented at the conference. Currently 10-15% of the student body at WWU has self-disclosed as having a disability. By presenting accessible materials and learning ideas from other scholars, I can see this impacting a large percentage of students, especially given that I'm on the committee working to create a disability studies minor. Directly though it will impact the other graduate students (approximately 15) in the anthropology department as well as recreation (where my undergraduate work was done, approximately 60 enter every spring quarter). While this may not seem like much right now, compounded over the next few years, the impact will reach a great number. I can also see other departments adopting the information I present and bring back.

- e. What are the goals and desired outcomes of your project? To network and obtain more information about disability studies and connect with others that are working with adaptive sports. Showcase new poster format and promote that as a viable poster presentation option for those looking to be more accessible.

SECTION 2: Project Alignment.

- a. How will your project positively impact the four pillars of sustainability at Western? This will impact the social equity pillar of sustainability at WWU. The conference is focused on disability and diversity and the new poster presentation style that we're using is designed to encourage those who may not have otherwise engaged in the past due to disability.
- b. **How does your project align with Western's Sustainable Action Plan and other campus sustainability goals or initiatives?** Please reference specific SAP initiatives. By gaining knowledge to further increase inclusion for students with disabilities, I'll be increasing WWU's social equity component. This will give me the tools to determine further research needs for students with disabilities along with ideas to shape future on-campus programming.
- c. The United Nations has developed seventeen sustainable development goals (SDGs) to transform our world:
 

<ol style="list-style-type: none"> <li>1. No Poverty</li> <li>2. Zero Hunger</li> <li>3. Good Health and Well-being</li> <li><b>4. Quality Education</b></li> <li>5. Gender Equality</li> <li>6. Clean Water and Sanitation</li> <li>7. Affordable and Clean Energy</li> <li>8. Decent Work and Economic Growth</li> <li>9. Industry, Innovation and Infrastructure</li> </ol>	<ol style="list-style-type: none"> <li><b>10. Reduced Inequality</b></li> <li>11. Sustainable Cities and Communities</li> <li>12. Responsible Consumption and Production</li> <li>13. Climate Action</li> <li>14. Life Below Water</li> <li>15. Life on Land</li> <li>16. Peace and Justice Strong Institutions</li> <li><b>17. Partnerships to achieve the Goal</b></li> </ol>
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**How does your project align with the United Nations' Sustainable Development Goals?** I'll be taking in quality educational sessions designed for educators and showcasing what can be done for those with disabilities in terms of making poster presentations more accessible for all. It reduces inequality for those who may not have been able to independently engage with these types of presentations in the past. Forging partnerships and networks with those who might otherwise be excluded from participating is one of the main goals of my research and this is an avenue to gaining new insights into its techniques and programming to do it.

- d. How will the success of the project be measured? Describe the quantitative and/or qualitative sustainability metrics you will use to measure the success of your project. A data collection plan is required for all projects.

Metric (qualitative or quantitative)	Description
Quantitative	The number of people who encounter my poster and learn about how to make presentations more accessible
Qualitative	The amount of interaction I get with other colleagues based on my research interest and the new poster design.

SECTION 3: Project Participants.

- a. Team Information: A team should consist of two to five individuals, including the team advisor.

Project Advisor Information (Faculty or Staff) Student proposals must include a staff or faculty advisor. The role of the advisor is to provide assistance and guidance to the team during the development, implementation, and post-implementation stages of the proposal process. The advisor should also be able to provide

Project Lead: There must be at least one team lead designated for the project. This individual is expected to serve as the communication liaison for the project.

Financial Agent: The project must have a budget authority to manage funds for all purchases.

Name	Department/School Students provide major/minor	Position: Faculty/staff/student Students provide expected graduation quarter/year	Western email address	Initial to verify agreement
Team Advisor: Dr. Sean Bruna	Anthropology	Faculty	brunas@wwu.edu	
Team Lead: Lisa Osadchuk	Anthropology	Student , Spring 2020	osadchl@wwu.edu	
Team Member:				
Team Member:				
Team Member:				
Financial Agent: Viva Barnes	Anthropology	Administrative Service Assistant	barnes@wwu.edu	

- b. Project Stakeholders

Does your project involve labor, include involvement, or require permission from organizations, departments, or individuals on campus? These project partners are your stakeholders. All stakeholders must provide a signature of approval for this project. For more information, please refer to the SEJF Grant Toolkit.

Key questions to identify your potential stakeholders:

- Who will impact or be impacted by implementation of the project?
- What financial or emotional interest do they have in the project, positive or negative?
- What information will they want, and what is the best way of communicating with them?
- What is their current opinion of your proposal? Is it based on accurate information?
- Who influences their opinions generally, and who influences their opinion of you? Do some of these influencers therefore become important stakeholders in their own right?
- Who else might be influenced by their opinion? Are these individuals also stakeholders?
- **If they aren't likely to be amenable, what will win them around to support your project?**
- If you are not able to win their support, how will you manage their opposition?

Stakeholder Name	University Department and Position	Involvement in Project	Stakeholder signature of approval
N/A	N/A	N/A	N/A

If your project team is proposing a temporary or permanent facility or property modification, then a Project Owner Form must be submitted with the application. Form can be found on SEJF website: [www.wvu.edu/sustain/programs/saf/apply](http://www.wvu.edu/sustain/programs/saf/apply)

SECTION 4: Project Timeline.

- a. **Describe your project’s progress and promotional activity. Outline all tasks that are required to complete the projects, and all means in which you will promote the project to the campus, in the table below. Insert additional rows as necessary.**

Action	Purpose	Initiation	Completion
Attend Pac Rim International Conference on Disability and Diversity	Conference	February 28, 2020	March 4, 2020
Poster presentation at 2020 SEJF Showcase	Explain the new poster formatting	Spring 2020	Spring 2020

- b. Where will the project be located? Honolulu, HI

- c. Planned project completion date: March 4, 2020

SECTION 5: Project Budget.

- e. Provide an itemized list of the budget items required for this project. Include equipment, construction costs, publicity, labor, and any other costs. Include funding amounts from other sources that will impact project cost. The SEJF Program encourages the identification of additional funding sources to augment SEJF funds, and failure to secure such support may prevent approval of an application. List pending, approved, and denied applications for funding from other sources, along with amounts requested from those sources.

Budget item	Cost per Item	Quantity	Cost
Hotel	\$189.00 + taxes	5 nights	\$1,000
Per Diem	\$100/Day	6 days	\$600
Uber Transportation (2 airport to hotel transfers HNL to Ala Moana Hotel + 2 trips to/from hotel to Waikiki each day, 1 on the last day, 2 transfers home to BLI+ tips)	Variable	14 uber rides	\$500
Checked Luggage Fees	\$30 each way	2 flights	\$60
Poster Shipping	\$10 each way, \$5 for cardboard shipping tube	2 shipping fees, 1 tube	\$25
Copies of Handouts	\$25	40 copies: 20 Braille Copies, 20 large print	\$25
Total project budget			\$3,204.40
Additional funding source	Status	Amount	
Student Enhancement Fund	Applied for	\$644.40	
Anthropology Department	Granted	\$350	
Total of all other funding sources			\$994.40
Total requested funds from SEJF			\$2,210

- f. If the project is implemented, will there be any ongoing replacement, operational, maintenance or renewal costs? If yes, has a source of funds been identified to cover those costs? This must be communicated to the appropriate stakeholder.

Ongoing cost	Amount	Responsible Stakeholder	Signature
N/A	N/A	N/A	N/A

- g. Is there any additional information about the project that you would like to share? Thank you for this opportunity! It means a lot to me and the rest of the disability community this will impact.



SMALL GRANT APPLICATION  
PROPOSAL REVIEW PROCESS

Once your project proposal is complete, it must be signed and delivered to the SEJF Manager, Johnathan Riopelle, at High Street Hall Room 22. Please also email application to [johnathan.riopelle@wwu.edu](mailto:johnathan.riopelle@wwu.edu).

Please set an appointment with the SEJF Manager to review your draft proposal before submitting your application. You will not need to meet with Seth Vidaña, Director of Sustainability.

Johnathan Riopelle, Sustainability, Equity, & Justice Fund Manager, Western Washington University  
High Street Hall Room 22  
Available by appointment  
Email: [johnathan.riopelle@wwu.edu](mailto:johnathan.riopelle@wwu.edu)  
Phone: (360) 650-4501

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This signature does NOT indicate that you have received funding, but it does confirm that the proposal has been received and is ready for funding review.

Once your application is submitted, the Sustainability, Equity, & Justice Fund Program team will determine funding for your project. The Director of Sustainability will then review the team's assessment.

Seth Vidaña, Director of Sustainability, Western Washington University  
High Street Hall Room 22  
Phone: (360) 650-2491

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This signature approves funding for the project.

Comments: