

Application Information & Timeline

Each year the Carolina Parents Council awards funding to eligible campus partners, departments, and organizations. These funds consist of monies raised from the Parents Council membership. The Parents Council has granted substantial funding to several academic and student affairs departments for programs/events that contribute to the quality of undergraduate student life and learning at Carolina.

Eligibility:

- University departments whose program/event will benefit and enhance undergraduate student life and learning at the University of North Carolina at Chapel Hill.
- UNC student organizations through an academic or student affairs department.

Evaluation:

All questions on the application must be completed to qualify for consideration.

Applications should demonstrate a sincere interest in undergraduate student needs, and programs/events must primarily benefit students.

The program/event must be viable and produce sufficient results, even if only a portion of the amount requested is awarded. Applicants will be required to demonstrate this quality on the application by highlighting budget items imperative to the program's success.

Applications will be evaluated using this rubric - go.unc.edu/CPCrubricchart

Funding can be granted for:

- Typical costs associated with initiatives, including but not limited to supplies/materials, printing, and travel costs
- Food purchases, but only with specific parameters or spending limits decided on in the interview process by the Parents Council
- Venue costs or space rental costs that contribute to hosting the initiative

Funding is NOT granted for:

- giveaways without an educational purpose
- salaries or stipends.
- capital expenses
- pass throughs for other non-profits or philanthropies.

Timeline & Details

For timeline and other important information, visit go.unc.edu/pcgawardinfo.

The Parents Council looks forward to receiving your application for the 2025-2026 academic year.

The Carolina Parents Council values initiatives that:

- Offer positive impact to Carolina's students
- Support student safety
- Create opportunities for social engagement and building community
- Led by students or student organizations
- Support community wellness and well-being
-

The Carolina Parents Council values initiatives and applications that express:

- **Sustainability:** show that the initiative can be sustained and repeated for the future. Can the pilot/start-up initiative be continued for the future?
- **Broad Reach:** show an ability to impact many students
- **Diverse Reach:** show an ability to reach diverse groups of students
- **Scalability:** show that it is possible to scale the initiative up and grow it over time
- **Alignment with values:** show that the initiative supports the University's mission

Should you have any questions about the application or procedures, please contact:

Justin Incoe, Director of New Student & Family Programs

Division of Student Affairs

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Chapel Hill, NC 27599-5490

E-mail: families@unc.edu

Phone: 919-962-8304

Contact Information - Program Director

Provide contact information. The Program Director is the person(s) overseeing and sponsoring the award.

1. Name/title of Program Director?

2. Name of Department/Organization:

3. Address/Campus Box#:

4. Telephone Number:

5. Email Address:

Contact Information - Contact Person

The Contact Person is the person(s) responsible for managing the award and meeting all deadlines if awarded.

6. Name/title of Contact Person:

7. Name of Department/Organization:

8. Address/Campus Box#:

9. Telephone Number:

10. Email Address:

Contact Information - Finance Manager

The Finance Manager is the person(s) managing or assisting in the award expenditures/purchasing processes.

11. Name/title of Finance Manager:

12. Name of Department/Organization:

13. Address/Campus Box#:

14. Email Address:

Program Information

Provide the details of your program here.

15. Title of Event/Program:

16. Summarize your proposal (100 words limit).

The summary should highlight the focus and impact of your program/event.

17. Timeline:

What is the timeline for the program/event (include planning, implementation, and follow-up)?

18. Goals/Objectives:

Detail the proposed program/event objective(s).

19. Collaboration:

What other offices/student organizations will you partner with to achieve your objectives? Include any other sources of anticipated financial support.

20. Values:

Indicate which values best describe your initiative. Mark all that apply. This should be clearly justified in your summary and/or goals and objectives.

- Offers a positive impact to Carolina's students
- Supports student safety
- Creates opportunities for social engagement and community-building
- Led by students or student organizations
- Supports community wellness/well-being
- Other

21. **Student/Community Impact - Part 1:**

Describe how students will benefit and what student needs are being addressed.

22. **Student/Community Impact - Part 2:**

Describe the profile of undergraduate students that will be served and estimate the number of students impacted.

Other programmatic information:

23. Is this a new or existing program/event?

- New Program
- Existing Program
- Other

24. Is this a one-time or continuing program/event?

- One-Time (happens once)
- Continuing (happens multiple times this year or in the future)
- Other

Assessment

25. Describe how the overall success of the proposed program/event will be measured.

Budget

This section will seek to learn more about your budget planning for the event and what amount you are requesting. We recommend you seek assistance from your department's finance or operations manager.

26. **Explain why Parents Council funds are necessary for this program/event:**

27. **Detail the TOTAL budget amount for the program/event:**

How much will this program cost in total? What will the money be spent on?

28. **Detail the PORTION OF THE TOTAL budget amount requested from the Parents Council:**

Of the total budget, what is the amount you are requested from Parents Council funds?

29. **What is the minimum amount of funds needed to make this program possible?**

Other Budget Information

30. Has your department or organization ever received Parents Council funds before? If yes, when, how much, and for what purpose?

31. Provided the program/activity is successful, how do you anticipate sustaining it financially in the future?

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