

## **CAMPUS SAFETY GRANT FUNDING APPLICATION GUIDELINES**

The Campus Safety Grant, formally called the Women's Campus Safety Grant, is provided through the Ministry of Training, Colleges and Universities to address women's safety issues on campus, through the improvement of facilities, and the promotion of programs and services. The annual grant is \$64,000, and the grant budget year is April 1 – March 31. An annual report is required by the Ministry each September.

The Women's Campus Safety Grant Committee was established as a Presidential committee to accept, review and approve funding submissions. The Committee encourages creative, innovative proposals from faculty, staff and student organizations.

The Committee typically meets three times year, February, June and November, for the consideration and allocation of funds. Eligible submissions that meet the parameters of the Grant, but are not successful in the February round, or miss the deadline, will be permitted to stand for the subsequent round. Submissions are required to support one of the following broad categories/objectives:

- Awareness/education (e.g., workshops, websites, awareness campaigns)
- Student services/supports (e.g., campus walk-safe programs, sexual assault prevention initiatives, volunteer training, resource materials)
- Facilities and equipment (e.g., lighting, mirrors, security cameras, emergency phones)
- Employee salaries and benefits related to providing services or supports directly to students; and
- Contracts with community agencies that provide direct counselling or support services to students.

Non-eligible expenses include:

- Research projects/safety audits
- Travel/hospitality
- Consultant fees

Submissions should include the following:

- Completed Funding Application Form
- Crime Prevention Through Environmental Design (CPTED) Report (if applicable)
- Budget/Price List
- Current Quote(s) (if applicable)
- Installation Costs (if applicable)
- Non-Rebatable portion of HST (i.e., 3.41%) (if applicable)

**Initiatives must be completed, and invoices paid, by March 15<sup>th</sup> of the applicable grant year. Projects that are not completed in the required time period will forfeit the funding.**

Applications for funding requests are available by emailing [ohrea@uwindsor.ca](mailto:ohrea@uwindsor.ca), online at [www.uwindsor.ca/ohrea/ohreaforms](http://www.uwindsor.ca/ohrea/ohreaforms) or [www.uwindsor.ca/ohrea/womenssafety](http://www.uwindsor.ca/ohrea/womenssafety), or calling extension 2056. The deadlines for submissions are January 31, May 31, and October 31.



**CAMPUS SAFETY GRANT  
FUNDING APPLICATION FORM**

**NOTE:** Deadlines for submissions are January 31, May 31, and October 31.

Name of Department/Student Organization:			
Date:		Contact person:	
Campus Address:			
Telephone:		Email:	
<b>Category of Funding Request:</b>			
<input type="checkbox"/> Awareness/education (e.g., workshops, websites, awareness campaigns)			
<input type="checkbox"/> Student services/supports (e.g., walk safe programs, sexual assault prevention initiatives, volunteer training, resource materials)			
<input type="checkbox"/> Facilities and equipment (e.g., lighting, mirrors, security cameras, emergency phones)			
<input type="checkbox"/> Contracts with community agencies or Employee salaries and benefits related to direct student support			
<b>Amount of Funding Requested:</b> Attach an itemized budget or price list. Capital expenditures (lighting, signs, etc) require an estimate. Contact Facility Services, Ext. 2158.		\$	
		<b>Budget/Quote Attached:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Name of Proposed Initiative/Project:</b>			
<b>Description and Impact Statement:</b> (i) Provide a description of the proposed activity/program. (ii) Identify who will benefit from the activity/program. (iii) Expected outcomes. (iv) How the request falls within the Terms of Reference of the Committee (attach additional page(s), if necessary).			
<b>Provide start and end dates of your initiative/activity/project. Include a detailed timeline.</b> <b>NOTE: All projects must be completed, and invoices paid, by March 15<sup>th</sup>.</b>			
<b>Have funds been requested from any other source?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, was funding approved? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending		Please explain:	
<b>Has this activity/program been included in the department's budget?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No			
All funding requests directed at making an area more secure (i.e. lighting, panic buttons, cameras, emergency phones, etc.) <b><u>MUST</u></b> be accompanied by a needs assessment report completed by Campus Police.			

**Please submit funding application to the Office of Human Rights, Equity & Accessibility (OHREA)**

**Attention:** Chair, Women's Campus Safety Grant Committee, [ohrea@uwindsor.ca](mailto:ohrea@uwindsor.ca)

(Amended May 2020)