Systers™ Pass-It-On Grants Guidelines

The purpose of the Systers™ Pass-It-On grants program is to assist women and girls in technology with small, targeted grants for specific activities or programs. Applicants must be women in computing-related technology and may apply for a grant for themselves or a project of which they are a key member.

What is a Woman in Technology?

The Systers™ Pass-It-On grants are for women in technology and/or for encouraging girls in technology. This means that applicants should be involved in a technical related field or course involving computers, information technology, information systems, etc. This includes, although is not limited to, programming, designing, research, management, training, teaching, etc.

For example, an application may be for assistance for software to help a woman complete a computer science degree or academic research on women who work with computers. It is not appropriate for purchasing a computer to facilitate taking a non-technology degree (e.g. literature, film studies, etc.).

Project Description

In this section, the applicant should describe the project for which the grant is requested and also address the specific activities for which the money will be used.

For example: if the grant is pay for transportation to a conference at which the applicant is presenting a paper; the applicant should describe the paper topic as well as the conference and that the grant is to pay transportation costs. Another example is to assist in starting an Internet Education Center, which may be either for-profit or non-profit. The application must describe specifically how the business will directly assist women and girls in technology.

Passing It On

The Systers™ Pass-It-On grants are supposed to be "passed on" when the applicant feels that she is able to help support another woman in technology. This may be through the applicant's specific project, with a monetary donation to the grants fund at a future date, or in a non-monetary fashion.

For example: One way to pass on support for women in technology is by joining the Systers™ organization and contributing to the discussion on e-mail. Another example is teaching girls how to program; this may also be the activity that the grant is applied for.

Things That Will Not Be Funded

-- Food (for group events)
-- Free stuff to groups & speakers
-- Contributions to other funds (scholarships, etc)
-- Applications which might fail without full funding from Systers™ (big cost and/or no other support identified). Applicants should address where they have received, applied for, the rest of the funding to be considered for a grant.
-- Unspecified use of money

Budget

The budget proposal should include, although is not limited to, a detailed breakdown of the overall project budget as well as specific details of the amount that the application is for.

For example: If the application is to host a day long activity camp for girls to get them interested in studying computers, the budget should list the overall cost of the camp including rental space, equipment, honorariums for speakers, etc. The budget should identify

-- How the costs are to be covered (that are not applied for in the grant)
-- The detail of the costs that the grant would cover
-- The amount being funded by other sources and what the other sources are
-- Any other sources of funding that have been applied for and their responses

References

All applications must be accompanied by at least one letter of reference. The author must also be willing to answer follow up questions about both the project on the application and the applicant's ability to successfully complete the project. A good reference is someone who knows the applicant personally and is aware of what the applicant is trying to achieve.

Re-Applying

Many applications and/or applicants are not selected because of limitations or funds for a particular award cycle (awards are made multiple times every year) or because the project itself does not meet one or more of the evaluation criteria. Applicants are encouraged to re-apply future cycles for other projects or for more specific or targeted money for the existing project.

For example, a graduate student may be researching an area of women in technology, however, the application is to fund the entire year's tuition and she has not applied for funding from any other source. As the grants are only for up to $1000 US, an award cannot be made. A more appropriate application would be for the amount of conducting a series of interview on her research topic (cost equaling $500 and a detailed budget included in the application).

The Systers™ Pass-It-On grants review team will make an effort to debrief those who have not received an award who have been identified as likely candidates if they were to apply in a future cycle. The purpose of the debrief is to assist the applicant in preparing a future application. *Important Disclaimer: Application, or re-application, even after a debrief does not constitute a promise or agreement or commitment on the part of Systers™, the Anita Borg Institute, or the review committee, either in whole or the individual members, to award a grant in a future cycle.*