**Award Information and Application Instructions**

**Background and Purpose**

ECGPS and UISG have partnered to again offer Alternative Spring Break Awards. Each government has contributed funds to help offset the cost of individuals who wish to spend spring break involved in a service-related project. While there are not enough funds to cover all costs for all interested students, we mutually support service during spring break and wish to help make it happen.

**Eligibility Information**

* You must be an individual affiliated with The University of Iowa (i.e. through a department, athletics, student organization, college, etc.).
* Your service must be performed between the dates of: 3/10/12 through 3/20/12 (University of Iowa Spring Break).
* You must provide a signed letter from the University affiliate to verify your attendance, participation, and dates of service within two weeks of returning from your service trip.

**Deadlines and Process**

SG@UI will accept applications on a first come-first served basis beginning February 24th, 2012 at 9 A.M. The deadline to submit your application is March 2nd, 2010 by 4 P.M. We will not accept early applications or late applications.

* We will only accept fully completed, signed, and printed copies of the application. You must fill out the application AND the top portion of the HR Payroll form.
* All applications must be turned into the Center for Student Involvement and Leadership (145 IMU).
* Plagiarized applications will not be accepted. This means that if you are traveling in a group, each of your applications must be unique and original.
* Awards will be in the range of $85 - $100.

The Alternative Spring Break Project Director will contact you by email on March 9th, 2012 to inform you if you've been selected to receive an award. All awards will be disbursed AFTER you return from the trip, pending your trip has been authenticated by submitting a signed letter from the University affiliate which verifies your attendance, participation, and dates of service within two weeks of returning from your service trip. Be sure to fill out Sections I, II, and III on the Payroll Voucher (page 3) and submit with page 2.

**Information and Questions**

Please direct all questions about the process, application, eligibility, or other details to the Alternative Spring Break Awards Project Director, Michael Currie (michael-currie@uiowa.edu).

**Participant Information**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name: |  |  |  | *OSL Time Stamp* |
| E-mail Address: |  |  |  |  |
| Phone #: |  | ( ) |  |
| HawkID #: |  |  |  |
| University Affiliate: |  |  | | |

**About the Trip and Service Activity**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Dates of Trip: |  | From |  | To |  |
| Location: |  | City |  | State |  |
| Trip Name: |  |  | | | |

Please describe the service work you will be providing:

Please explain what you hope to gain from this experience. What will you be able to bring back with you to UI?