



# Guidelines for CPSIF Impact Statements

The Centralized Process for Student Initiative Funding (CPSIF) that your student initiative/organization/club receives comes from the departments and organizations associated with the Faculty of Applied Science & Engineering (FASE). Our alumni and stakeholders are interested in hearing about your project(s), and how you are using their contributions to advance your organization's activities. In sharing your story, you will inspire alumni and stakeholders to increase their giving to Skule Fund for Education, and will encourage others to consider assisting our Faculty with their own gift of support. Your Impact Statement will be posted on the FASE website and shared widely to highlight your student club's accomplishments.

Please provide the following information in a Word document. As a general guideline, your Impact Statement should be approximately 400 - 750 words.

1. Name the initiative/organization/club as was listed in your initial CPSIF application.
2. Include a table that breaks down the funding amount awarded by each CPSIF funding area, as well as the total CPSIF funding amount awarded to your organization. (This information was included in the funding notification email you would have received in the Fall term.)
3. Include a few high quality images (at least one) to showcase the impact of your initiative/organization/club, as well as your organization's logo. All images should be in JPEG / PNG format. A picture is worth a thousand words; leverage image(s) to showcase your organization's impact.
  - Provide names of individuals in any photographs, and ensure that you have permission from your subject if they are the focus of the photograph. If the photograph was taken at an event with many people, or if the focus is on buildings, permission is not required.
4. In paragraph form, share specific examples how funding was used, and explain why this funding was important to your initiative/organization/club.
  - This includes detailing the various initiatives, activities, and events that your organization was involved with throughout the academic year.
  - It is helpful to emphasize how CPSIF funding advanced your organization's goals and activities, which in turn would have contributed to the vibrant spirit of our Skule community and/or impacted the wider community.
5. Please indicate if your organization engaged with alumni (whether as participants, coaches, speakers, volunteers, or in other capacities).
  - If your organization did engage with alumni, please specify which alumni, how many alumni, the dates of events, and in which capacity they participated.