## **LEAP Grant Program Additional Information**

## Funding

- 1. Awardee(s) will be announced at the UWM Convention.
- 2. The award amount will be based upon amount requested, the extent of the innovation (as defined in the Leap Grant Program Policy), and the availability of funds.
- 3. Only one award will be guaranteed each calendar year, if criteria is met. But additional awards may be granted at the discretion of the panel.
- 4. 1/3 of the grant money will be released July 31.
- 5. UWM's Director of Operations will manage the disbursements of funds.
- 6. The next two disbursements will be made based on the timeline of the project and provided the required progress reports have been received.
- 7. Initial non-compliance with reporting requirements will halt the funding process. If reporting requirements aren't received within 30 days after due date, cancellation of funding will occur.
- 8. Subsequent failure to submit reports will result in cancellation of funding.

## **Project Requirements**

- 1. Funds requested must be accurate and commensurate in real world numbers to the proposed project.
- 2. The project must commence within 6 months of the initial award and must be completed within 18 months of the initial award.
- 3. The project completion timeline and deadline for execution must be conducted as outlined in the application.
- 4. Applicant must use a business plan template that includes the projected timeline over the next 18 months and proposed budget of anticipated revenue/expenses.
- 5. Awardee(s) commits to providing at least 3 written progress reports. These reports must include financial summaries, photos, demographic information, reviews (if applicable), proposed spending, and challenges. The number and due dates of the reports are based on the timeline of the project. The final report describes the completion of the project. Awardee may be asked to present results and impact of the award at the convention or via video to be shared with other ministries.

