Call for Proposals

The Student Engineers’ Council (SEC) will be considering proposals for the 2004 Big Contribution to fund projects that will benefit the students in the College of Engineering. In order to best fulfill the needs of the College of Engineering, the SEC is requesting proposals that identify ways in which money may best be spent for the improvement of the college. The nature of proposed projects is virtually unlimited; anything from physically improving facilities on campus to the establishment of a new scholarship will be considered. The magnitude of this project should be substantial, as up to $35,000 has been set aside by the SEC for this year’s Big Contribution. At the discretion of the SEC, the funding may be divided among several proposed projects.

Each proposal should present a concise yet detailed description of the proposed action. It should identify how the project benefits all students in the College of Engineering, and how it will be executed. Specifically, the proposal should address the following:

- **Justification of the need for the proposed improvement**
  The proposal should include a brief description of why the proposed project should be implemented at Virginia Tech.

- **How students benefit from the project**
  The proposal should show that the project is unbiased, and that a majority of students in the College of Engineering can benefit from it. Identify approximately how many students, directly or indirectly, would benefit from the project. Estimate the longevity and lasting impact of the project.

- **Costs of the project**
  The proposal should present an estimated budget for the project.

- **Execution of the project**
  The proposal should address how the project will be carried out. This includes stating who will be responsible for implementing the project and a projected time of completion.

The proposals must be submitted by Wednesday, March 23, 2005, in 333 Norris Hall. All of the proposals will then be reviewed by the SEC Executive Board. Selected finalists will be asked to present to the SEC General Assembly on Wednesday, March 30, 2005.
For general questions or more information regarding proposal requirements, please contact Anju Vij (anvij@vt.edu) or the SEC (231-6036 or sec@vt.edu).