

Giving Day 2024 – Initiative Submission Form

The Canisius Fund team is excited to begin accepting submissions for our Giving Day on April 10th, 2024.

See below for an example project submission and some helpful tips!

All submissions are **due no later than Tuesday, February 20th**. Submissions should be made by working with Department Chairs and Program Directors.

If you have any questions about the submission process please contact Jessica Mitrovits in the Canisius Fund office – mitrovij@canisius.edu.

Department

Andrew L. Bouwhius S.J. Library

Initiative Title

Student Centered Library Spaces

Please provide a detailed description of what the funding will be used for.

Funding for this initiative will be used to purchase a lounge seat with two end tables that include power modules that offer a place to charge devices. The model we have selected will include a three-seat lounge chair with upholstered cushions and storage space underneath the seats for bags or books to stay off the floor. We also plan to purchase end tables to be placed at both ends of the lounge that will offer students extra workspace or surface to place their belongings. The tables will include a power module that will give students the opportunity to charge their devices while they are working.

This section should include as much detail about your project as possible. Specific details about what you plan to purchase or how you expect to spend the money should be included. As we move toward more donor centric fundraising it is important to show donors exactly how you plan to use their money so they can understand exactly what their donation will do.

Fundraising Goal

\$4,254

A good fundraising goal is specific and attainable within the Giving Day timeframe. These should be current use funds so that after Giving Day is complete, we are able to show the donor exactly what will happen if the goal is reached, whether that is implementing a new idea or purchasing new equipment.

If you have any questions about your fundraising goal or would like information about how much was raised during previous Giving Days feel free to contact the Canisius Fund office.

Provide a breakdown of costs used to determine your fundraising goal.

\$1,000 – 1 lounge (3 seats)

\$3,254 – 2 end tables with power modules

Breaking down the costs for your initiative will help make sure the fundraising goal matches with the expectations from the donor about what will be accomplished by funding this initiative.

Why is this initiative important to your department and how will it impact students?

As we look to create more student-centered library spaces, we would like to add more functional and collaborative seating to the library. This lounge set offers a comfortable place for individual students or groups of students to work while also offering them a place to charge their devices. Offering more student-centered spaces in the library will help to increase its use among students and offers an important space for them to collaborate.

One of the most important things we can tell donors is how they are directly impacting the student experience. They want to be able to see a tangible way in which their donation affects the daily lives of our students.

How does this project align with the Canisius University strategic plan, Answer the Call?

This project aligns with the strategic plan pillar for student success and engagement. One of the priorities outlined in the plan is to build a culture of engagement that supports student success, meaningful human connection and belonging. By continuing to build up our library spaces and offering even more comfortable and accessible areas, students will be encouraged to come together to do their work in a space designed just for them.

Now more than ever, it is important for the University to work together to move forward in the same direction. The Giving Day theme, One Canisius, helps to sum this up. Any of the projects we are asking donors to contribute to should align with the overall direction and goals of the school.

Do you have a list of contacts that can be approached as ambassadors/fundraisers for your initiative?

Ambassadors or fundraisers are supporters who sign up in advance of Giving Day to help get the word out about your initiative. These supporters can be anyone who wants to help – faculty, staff, students or alumni. Anyone who signs up as an ambassador will receive an ambassador toolkit, can set an individual fundraising goal, and will be encouraged to spread the word about your initiative via email or social media. Donors are always more likely to give when they are asked by a friend, peer or someone they know.

Do you have any contacts or supporters who could be approached to provide a match or challenge for your initiative?

Matches and challenges are a great way to get extra support for your initiative. If you have a supporter who might be willing to make a larger contribution it can be used as leverage to encourage others to make their gifts. For example, a donor may agree to donate \$2,000 if 10 students make a donation to your initiative. Or a donor may match all the gifts to your initiative up to a total of \$1,000. There are many different and creative ways to create excitement around your project. We can work with you to determine what might work best for you.

Do you have any pictures or artwork that you would like included on your webpage? Artwork files can be uploaded here.

If you have any photos of students, your department or something you are raising funds for we can include them on your page. Supporters love to see photos of students and get a visual of their donation in action!

If you have any additional materials related to your submission that you would like to include you may upload them here.

If there is any additional content that you think would be helpful – additional information about the benefits of the initiative or even student feedback or testimonials you can add it here.

EXAMPLE