BPC Supplemental Funding Request Template

# Instructions

Below is a template prepared by the Center for Inclusive Computing (CIC) at Northeastern University and BPCnet.org to help you prepare your BPC supplemental funding request. This template is divided into the sections for each document that will be required when you submit your request.

See [the Dear Colleague Letter NSF 24-030](https://www.nsf.gov/pubs/2024/nsf24030/nsf24030.jsp) for more information on the BPC supplemental funding opportunity.

# Document 1: Summary of the Proposed Work

The first sentence of this document must Indicate whether your supplemental funding request for your existing BPC plan:

* Extends the reach of current BPC activities that have some evidence of effectiveness to more participants or institutions; OR
* Coordinates and institutionalizes BPC activities within a department or similar unit

After stating whether you are submitting an “extend” or a “coordinate” request, we recommend you:

* Summarize the proposed activities for BPC Supplement Request, relationship to existing BPC plan(s) and budget.
* State what specific BPC problem you are trying to solve.
* State what actionable interventions you are proposing to combat the problem. To what degree are the interventions systemic and sustainable?

# Document 2: Justification for Supplement Request

**Objectives and Strategies for the proposed activities along with a timeline**

[Specifics on the proposed interventions, including dates, milestones, deliverables, and project team.

**Evaluation and Assessment plan**

[How do you plan to measure the outcomes of the proposed activities?]

**Result of past BPC activities on original award**

[Explain what has happened to date vis a vis the BPC activities proposed as part of the award.]

**Supporting documentation**

**For extend requests:**

[Describe the evidence for effectiveness of the project's current BPC activities. If you have done any evaluation and measurement be sure to mention those here.]

OR

**For coordinate requests:**

[Justify how the proposed activities will result in systemic, sustainable change within your departmental/institutional context.]

# Document 3: Budget and Budget Justification

Budgets for supplemental funding requests must:

1. be less than 20% of the original award amount; and
2. not exceed $200,000 in total costs. Supplements will not be given if they would require an extension beyond the expiration date of the original grant.

# Document 4: NSF approved Project BPC Plan

The BPC plan associated with the award must be uploaded as a supplementary document.