

Integrated Cluster Project Proposal Budget Form

Project Title: **Designing a Worksite Wellness Campaign with the Common Man Family**

Project Proposal Submitter: **Barbara McCahan Ph.D. & Rebecca Busanich Ph.D.**

Home Cluster: Health & Human Enrichment

Other Sponsoring Clusters:

Project Form Completion Date: 11/28/2016

Faculty Release Time

- This project DOES NOT require Faculty Release Time
- This project DOES require Faculty Release Time (***complete below***)

Department Chair(s) contacted: Linda Levy

Department Chair(s) Approval Date:

Anticipated Project Duration: Two Semesters

Provide a brief description for each of the following *topics (aligned to the Excel Spreadsheet on Page 2)*:

Personnel Needs: 2 - CfALHC staff for collaboration with the C-Man administrators to conduct research and program design (McCahan and Busanich), student workers (undergraduate and graduate) to assist with focus groups, transcription and communications.

Supply and Material Needs: Videography, general focus group material (poster boards, markers), printing/copying.

Travel Needs: Mileage for travel to sites in NH (Nashua to Lincoln and Claremont) with student research assistants.

General Operating (Other) Expense Requirements: Stipend for student work (focus group implementation, transcription, communications).

Other Funding Sources for the Project: Common Man Family of Restaurants will provide spaces, locations and administrative assistance for communicating with employees. Will also supply incentives for employee participation in the initial research project.

*Please note whether your project is either a one-year project or has the potential to be a multi-year project if funds were to be available. **Only one-year funding will be awarded**, so a multi-year project should be framed in one-year increments. Annual funds awarded must be expended within the academic year budgeting cycle.*

The current proposal is for the initial 6 months of the project. Analysis of the research and development of an Operating Plan will determine the extent a continued relationship with C-Man Family. The potential exists for this to be a multi-year project and partnership with this organization, including possible Internship placements for students of Health Education and Promotion and Marketing.

o UG Student Stipend		\$ 784.50	100	<< Total Project Hours
o UG Work Study		\$ -		<< Total Project Hours
o External Hire Administrative Support		\$ -		<< Total Project Hours
Subtotal Payroll		\$ 784.50		
Cost Category				
		Current AY Funding Requirements		
SUPPLIES AND MATERIALS				
o Expendable Supplies				
o Equipment				
o Technology <i>(Note a consult is required with ITS)</i>				
Subtotal Supplies and Materials		\$ -		
Cost Category				
		Current AY Funding Requirements		
Travel				
o Lodging				
o Transportation		\$ 215.00		
o Meals				
Subtotal Travel		\$ 215.00		
Cost Category				
		Current AY Funding Requirements		
GENERAL OPERATING OTHER				
o Marketing and PR				
o Contract Work				
o Business meetings				
o Other				
Subtotal General Operating (Other)		\$ -		
Total Project Costs				
		\$ 999.50		
Cost Category				
		Current AY Funding Request		
OTHER SOURCES OF FUNDS				
o Grants				
o External Partners				
o Other				
Subtotal Other Sources of Funding				
Total Funds Requested				
		\$ 999.50		