

General Communication

Example

Program Title (*i.e. Girls in Science*)

Sponsor Information (*i.e. Sponsored by the Department of Kentucky College of Behavioral Science*)

What: Description of the program, number of desired participants, listing of counties or parish's included, general description of activities in the curriculum program, and list the number of mentors each student will have.

When: To be arranged or list specific dates.

Where: List residence location. (*i.e. Students will stay on campus in a dormitory at the University of Kentucky for a one-week period*)

Why: A statement addressing why students should want to participate. Such as: Because you deserve the best! Careers in science and research are for women, and we encourage each to achieve her fullest potential.

Cost: List program costs - if any. *For example: "It's free! We will cover the expenses of room and board, plus \$100 a week. When you complete the two-year program, we will provide you with a \$1000 scholarship for any college you wish to attend.*

For an application or more information please contact any of the following:

List Contact Information for one or more persons, including name, address, phone, and email if applicable. Contact information should be accurate and legible.

Funded By: List funding/support for the program