Organization Information

We are delighted to extend an invitation for your organization to participate in our inaugural **Data Science & AI Community Innovation Scholars Program**, hosted by the <u>School of Data Science</u> at the University of Texas at San Antonio (UTSA), a prestigious institution designated as a Carnegie Classification of Institutions of Higher Education R1 Research University, in partnership with <u>United Way of San Antonio & Bexar County</u>.

Please complete each section of this proposal form for a successful submission.

SECTION I: ORGANIZATION DETAILS

1. Organization information

Organization name	
Organization website	
Primary contact for this proposal	
Primary contact's email address	
Secondary contact for this proposal	
Secondary contact's email address	

2. Is your organization a current United Way of San Antonio and Bexar County partner-funded agency?
Current partner-funded means receiving program investments from United Way in the 2023-2024 funding year.

◯ Yes
◯ No

Organization capacity

3. What is your organization's size?

◯ Micro (1-9 employees)
◯ Small (10-19 employees)
◯ Mid (20-49 employees)
◯ Large (50+ employees)

4. What is your organization's annual operating budget?

○ up to $100k
○ $100k to $500k
○ $500k-$1M
○ $1M - $10M
○ More than $10M

5. How many clients does your organization serve per year?

[   ]

6. How many programs does your organization operate?

[   ]

7. If your organization is selected, would the UTSA students be required to submit a background check?

○ Yes
○ No

8. Does your organization have any experience hosting interns?

○ Yes
○ No

If Interns "Yes"

8a. How frequently does your organization offer internship opportunities?

○ Consistently throughout the year
○ on an "as needed" basis
○ Only when approached to host an intern
○ [   ] Other

8b. What type of support do you provide to student interns throughout their time spent at your organization?
(e.g. mentorship, skill development, practical application, etc.)

[   ]

8c. Which staff member will be responsible for hosting and guiding the student intern(s) throughout the program duration?
As a reminder, student(s) will spend one day per week at their assigned nonprofit location.

Full name   [_____]

Title   [_____]

Email   [_____]

SECTION II: ORGANIZATIONAL DATA CAPACITY

This section will provide us with information about your organization's current data capacity.

Project Scoping

9. Does your organization have at least one trusted data expert who will be consistently accessible for the duration of the proposed project?
Having data expertise means you regularly use data and can do so effectively to work towards goals and measure success. You understand where the data is drawn from, how it is captured, what it can be used for, and how it can be improved.

○ Yes
○ No
○ Unsure

10. How much of your organization's strategic decision-making is data-driven?

○ Always
○ Often
○ Sometimes
○ Rarely
○ Never
○ Unsure

11. Identify the area(s) in which your organization has the highest need for support.
Select all that apply.

☐ Data collection
☐ Data storage
☐ Data analysis
☐ Data visualization
☐ Data reporting
☐ None of these apply
☐ Unsure

SECTION III: PROJECT PROPOSAL

This section describes your project proposal, needs, and helps us understand your expectations.

Please note that this program will run for 10 weeks. Throughout that period, each team (2-4 students max) will dedicate 20 hours per week to their assigned project and 5 of those (once a week) will be spent working onsite at the nonprofit's location.

Project Intake

12. Please provide a high-level description of the project to be undertaken by the students *(including key questions to be answered, type of analysis/approach needed, primary recipient/beneficiary of the project outcome, expected project outcomes, key actions the project may inform for the organization, etc.).* (500 word maximum)

13. Describe all relevant quantitative and/or qualitative datasets that will be required for the research question(s) to be answered, including dataset size(s), format(s), or file type(s) currently used for storage.
Approximate size of the data in terms of number of bytes. (300 word maximum)

14. What type of project(s) are you interested in having our student teams undertake? Select all that apply.

- [ ] Donor behavior analysis
- [ ] Program effectiveness assessment
- [ ] Volunteer matching system
- [ ] Social media sentiment analysis
- [ ] Grant proposal analysis
- [ ] Impact measurement dashboard
- [ ] Community needs assessment
- [ ] Other

15. What deliverable/outputs is your organization most interested in at the conclusion of the program?

Rank from high (1) to low (5) interest.

Building an interactive tool

Creating visualizations

Building code repository

Implementing work processes & protocols

Drafting a final report

16. What type of impact is your organization aiming to achieve through this work?

○ Inform decision making
○ Improve operational efficiency
○ Better understand how it serves stakeholders
○ Improve operational effectiveness
○ Inform policy
○ Increase understanding of community assets and/or needs
○ Other

17. Can the project outcomes be shared publicly?
Students being able to showcase their work to faculty, staff, and peers in the form of a poster session in an integral part of the program.

○ Yes
○ No (Please explain below)

18. Please describe how this project contributes to social good.
(*Briefly define the social problem or issue the project is addressing, and explicitly articulate the mechanisms or processes by which the proposed work is expected to affect that problem or issue.*) (200 words maximum)

Data Use, Storage, and Practices

SECTION IV: DATA USE, STORAGE, AND PRACTICES

This section is focused on the actual data that will be used for the project and will help us determine the 10-week feasibility.

19. What is the current location of the data to be utilized?
Check all that apply if the data must be assembled from multiple sources.

- [ ] Laptop or personal computer
- [ ] My organization's server
- [ ] A server at another entity
- [ ] Publicly accessible repository
- [ ] The cloud
- [ ] [_____] Other

20. Does your organization currently have the capability to conduct extraction, conversion, and/or deidentification of the datasets for the proposed project?
If 'maybe', please explain.

- ○ Yes
- ○ No
- ○ Maybe

21. Is access, extraction, storage, and/or use of the project's data subject to any laws or regulations, such as IRB, FERPA, HIPPA, ITAR, or other legal restrictions?
If 'yes', please explain.

- ○ Yes
- ○ No

22. What restrictions (if any) are applicable to the data, such as copyright, licenses, terms of service, other data usage/storage contracts or agreements?
Please be thorough in your description. (200 word maximum)