

10-2012

Culturefest 2012

International Student Association

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CULTURAL AFFAIRS/DISTINGUISHED LECTURE SERIES
GRANT APPLICATION

**PLEASE NOTE THE EMAIL ADDRESS CHANGE FOR ELECTRONIC
SUBMISSION**

I. Applicant/Organization: International Student Association

II. a. Responsible Organization Officer: Sarah Joughin & Oghenetega Dibie

b. Title: Advisor - President

c. Campus Address (include Email and Telephone): 100 Winslow Hall

III. Summary of program requiring funding (title; featured artist(s); speaker(s); scheduled date(s):

Please see attached write up.

IV. Budget Proposal Form must be attached.

Funding for current application is contingent upon submission of reports for any previous grant awards, including final budget and attendance figures.

SEND COMPLETED APPLICATION VIA EMAIL TO: wMADDEN@maine.edu

For questions regarding the Cultural Affairs/Distinguished Lecture Series, please contact Wanda Madden at 1-1516

Cultural Affairs/Distinguished Lecture Series Fund Budget Proposal Form

Applicant/Organization: International Student Association
 Responsible Officer: Sarah Joughin & Oghenetega Dibie
 Event Title: Culturefest 2012
 Event Date: 10/27/2012

Total Program Budget: 8500
 Amount Committed by Applicant Organization: 220
 Total Amount Requested from Other Funding Sources: 5270
 Please List Sources & Amounts below:

| | |
|----------------------------------|------|
| Student Government | 1600 |
| Student Affairs Program Fund | 2995 |
| Residents on Campus | 175 |
| Office of International Programs | 500 |

Amount Requested from CA/DLS Committee: **3010***
 Revenues, if any, expected (fees, ticket sales): NONE

| Budget Breakdown of Expenses and funds to be used: | CADLS | Other |
|--|----------|----------|
| Please see attached budget sheet | | |
| Honoraria/Services (explain below) | \$ _____ | \$ _____ |
| _____ | | |
| _____ | | |
| _____ | | |
| Travel | \$ _____ | \$ _____ |
| _____ | | |
| _____ | | |
| Lodging/Meals | \$ _____ | \$ _____ |
| Advertising | \$ _____ | \$ _____ |
| Printing | \$ _____ | \$ _____ |
| Supplies and Materials | \$ _____ | \$ _____ |
| Other (must specify below) | \$ _____ | \$ _____ |
| _____ | | |
| _____ | | |
| _____ | | |

Total Expenses from CA/DLS funds: \$3010*
 Total Expenses from other funds: \$5490
 (These two totals should equal the "Total Program Budget" listed above)

- *These amounts should be identical and should not exceed 50% of the total program/event budget. Please note that CA/DLS funds may not be used for receptions and do not normally fund UM employee wages. In addition, please refer to the updated Use of University Funds Administrative Practice Letter for guidance with expenditure allowances (<http://www.maine.edu/pdf/APLIV-I.pdf>). This APL applies to all sources of University funding not just CA/DLS funds. If an award is granted based on this proposal, reimbursement of expenses will not exceed the total CA/DLS request and will be limited to the types of expenditures outlined above.

**2012 CULTUREFEST
EXPENSES AND FUNDING**

Culturefest 2012 Estimated Budget

| ITEM/VENDOR | COST | INV TOTAL | INVOICED TO |
|---|-------------------|-----------|-----------------------------------|
| Granville Rental (formerly Taylor's) | \$1,600.00 | 1,600.00 | Student Govt |
| Children's Activities Supplies | \$50.00 | | International Student Association |
| Photography supplies | \$20.00 | | International Student Association |
| Food Contest Prizes | \$100.00 | | International Student Association |
| Table Arrangement Supplies | \$50.00 | 220.00 | International Student Association |
| Paper Products | \$500.00 | 500.00 | OIP |
| Facilities: back boards, deliver, pick up, electric, janitorial | \$1,400.00 | | Program Fund |
| Police Officer & Fireman | \$295.00 | | Program Fund |
| Sound, lights & staging | \$1,300.00 | 2,995.00 | Program Fund |
| Field House Rental | \$730.00 | | Cultural Affairs |
| Penobscot Times - 1b/w 10/28; 1color 11/4 | \$270.00 | | Cultural Affairs |
| Maine Campus- 2-1/8 page b/w(10-29 & 11-1 One 1/4 pg color ad (11-5) | \$350.00 | | Cultural Affairs |
| Printing Services - Posters | \$150.00 | | Cultural Affairs |
| - Post cards | \$110.00 | | Cultural Affairs |
| Motor Pool | \$200.00 | | Cultural Affairs |
| Jeff's Catering | \$1,200.00 | 3,010.00 | Cultural Affairs |
| Schedule Posters | \$75.00 | | ROC |
| Campus News Flush | \$25.00 | | ROC |
| Table Arrangements | \$75.00 | 175.00 | ROC |
| L CULTUREFEST 2012 ESTIMATED EXPENSES | \$8,500.00 | | |

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Culturefest 2012

Culturefest is an annual event hosted by the International Student Association and the Office of International Programs. This day-long celebration of countries and cultures from around the world, is a place for our international students to showcase their cultural traditions. US students from multicultural backgrounds also take part and celebrate their families' heritage. Each country or region will have a table to exhibit their traditional items brought from home. There will be a talent show with music, dances, and other performance art from different cultures and in different languages. We also have a fashion show for students to introduce their traditional clothing. For many, the best part of Culturefest is the food court which will offer a wide variety of food from around the globe.

Approximately 1200 people attend Culturefest each year. Members of the community as well as University of Maine students have an opportunity to learn about the diversity of our student population, about other countries and how different it is outside the United States. It also attracts students interested in study abroad and encourages those who may not have considered studying abroad to find out more. Children from the community are also welcome and special games, activities and artwork for children of all ages will be presented.

One of the goals outlined in President Ferguson's Blue Sky Plan is to afford every University of Maine student an opportunity for global learning as it is a crucial element of today's university education. Culturefest is an excellent chance for everyone to come and explore many countries at once without having to go abroad. This is a very fun and educational event that international students look forward to participating in and UMaine students, faculty, and staff as well as members from the community look forward to attending. We hope you will consider our request to fund this important event.

From:  **Christi Renzi** Wednesday, October 31, 2012 8:31:46 AM 

Subject: Re: Culturefest Funding Request

To:  Sarah Joughin

Attachments:  Report.format.doc / Uploaded File (26K)

Sarah,

I am pleased to inform you that your application for a Cultural Affairs Grant has been approved! The entire sum requested of the committee for your project was approved at the Committee's meeting on October 26th. Please complete the attached budget form and submit it to me either via email or by campus mail to receive your award funding. Congratulations again, and feel free to let me know if you have any questions.

Christi Renzi

Administrative Specialist
Office of the President
200 Alumni Hall
207-581-1512

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Cultural Affairs/Distinguished Lecture Series Grant Report Form

Applicant Organization: International Student Association

Contact Name: Sarah Joughin & Yilan Liu

Campus Address: Rm 100, Winslow Hall, University of Maine, Orono, ME

Phone: 207-581-3423

E-mail: sarah.joughin@umit.maine.edu

Summary of Program for which grant funds were awarded, including a brief description, place where the program was held; and date and time:

Program: Culturefest 2012

Description: Culturefest is an annual event sponsored and organized by Office of International Programs and International Students Association. This is an event for international students to participate in and present their cultures. There are 5 sections: Exhibits, Food Court, Style Show, Talent Show and the Children's Area. We had over 175 participants from approximately 35 countries in the event this year. Students and their families enjoyed sharing food, pictures, maps, cultural artifacts, music, dance and cultural traditions with attendees

Location: Memorial Gym Field House

Date and Time: Saturday Oct. 27th from 11:00am – 3:30pm

How many people attended the event(s)? If possible describe the different audiences that this program served (i.e. UMaine Students, general community, teachers, etc.).

At least 1200 people attended, including UMaine students, faculty and staff and numerous members of surrounding communities. Many local teachers have incorporated Culturefest into their curriculum and use it as an opportunity for a school field trip. International students from College of the Atlantic, Husson University and Eastern Maine Community College also attended.

How was the event promoted? Please attach copies of promotional material.

The event was promoted using flyers, newspaper advertisements in the Maine Campus and Penobscot Times, postcards, Facebook invitations, etc... I have attached an electronic copy of this year's poster which was featured in most of our advertisements.

Please describe any modifications to program or budget made after award:

No significant details were changed.

Please attach a final budget to this form.



2012
**International
Culturefest**

**Saturday, October 27
11 a.m. – 3:30 p.m.
Memorial Gym Field House**

Savor the flavors of the world,
enjoy food, exhibits, music,
children's activities,
food court, country/culture exhibits,
style show and dance
from around the world.

Cultural performances
throughout the day.

Free Admission.

For more information call (207) 581-2905.



Presented by:
Office of International Programs and
International Students Association

Sponsored by:
Office of International Programs
International Students Association
Cultural Affairs/Distinguished Lecture Series
Student Government
Student Affairs
Residents on Campus