

Fall 2015

2016 International Dance Festival

The University of Maine International Student Association

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Brittany Brackett <cadls@maine.edu>

CA/DLS Grant Application from

1 message

um.weboffice@maine.edu <um.weboffice@maine.edu>

Wed, Nov 25, 2015 at 11:57 AM

To: cadls@maine.edu

Name

Sayoko Mori/Amanda Mancheva

Address

240 Estabrooke

Email

sayoko.mori@maine.edu

Administrative Unit

Enrollment Management

Name of Administrator approving the Project (approval indicates awareness of the commitments outlined in this grant proposal)

Orlina Boteva

Project Title

2016 International Dance Festival

Date(s) of Event

February 20, 2016

List of individuals or groups directly involved in the project, such as speakers/performers, for which you are requesting honoraria:

All UMaine domestic and multicultural students groups, community members and numerous faculty and staff.

Project Abstract

The International Dance Festival (IDF) is a popular annual showcase that adds global diversity to our UMaine campus community. This event provides both domestic and international students with an opportunity to teach, learn and share with one another through the art of dance. The International Dance Festival is hosted by International Student Association (ISA) and Office of International Programs (OIP). The 2016 International Dance Festival will be held on Saturday, February 20 at the Collins Center of the Arts at 2 pm and 7 pm.

Program Description

Since 2005 multitude of UMaine student organizations including the African Student Association, the Latin American Student Organization, the Caribbean Student Association, the Hip Hop Club, the Ballroom/Swing Club and many others have joined the International Dance Festival. Through this event, students create and express their performance with unique opportunity for cross-cultural exchange, team building and leadership development experience.

Typically over 100 student participants perform at the International Dance Festival.

Audience

Over 2,000 audience attend the two shows in total held at the Collins Center of Arts. Roughly 1,000 audience attend the afternoon performance and this audience consisted of families with children and many other members of the general community including teachers who brought their high school and elementary students with them. As this event has grown in popularity we receive reports of audience coming from as far away as Presque Isle and Portland.

The evening performance is attended by roughly 1,000 audience members, many of whom are UMaine students.

Publicity

Local newspapers: Penobscot Times, The Maine Campus, Bangor Daily News
Local Media: MPBN, WERU
Posters, Postcards and flyers
Mail a few flyers to schools in Maine
Electric boards at Arena and CCA
Facebook
UMaine News Event

Amount requested from CADLS

\$1,825

Other funding request

Student Government
Program Fund
Residence Hall Association (RHA)
International Student Association (ISA)
Office of International Programs (OIP)
Margaritas Fundraiser

If the CADLS Committee cannot award at the level you request, which items in your budget would have highest priority for these funds?

If funding cannot be granted at the level requested we will reorganize budget so that the basic needs such as facilities, costumes, etc. are met. We do understand that CADLS has limited funding for many great events, however we would like to point out that some of our other funding sources that we have relied on in the past have been drastically reduced. For example in the past the Program Fund has awarded us \$3500. This year we will only receive \$1700 from this fund.

Budget Proposal Form must be attached

- CADLS-Excel-Budget-Proposal-Form-112515.xlsx

Cultural Affairs/Distinguished Lecture Series Fund

BudgetForm

Page 1 of 2

Applicant/Organization: International Student Association/Office of International Programs
Responsible Officer: Sayoko Mori
Event Title: 2016 International Dance Festival (IDF)
Event Date: February 20, 2016 (Saturday)

Total Program Budget: \$11,025.00

Amount Committed by Applicant Organization: \$2,350.00

Funding Requested from other funding sources
(please list below) (ISA & OIP)

Program Fund \$1,700.00

Student Government \$4,500.00

RHA \$500.00

Margarita Fundraiser \$150.00

Program revenues (if applicable) \$0.00

Amount Requested from CA/DLS Committee: \$1,825.00 *

*Please note requests may not exceed 50% of the total program expenses

Cultural Affairs/Distinguished Lecture Series Fund

Budget Detail

BudgetForm

Page 2 of 2

CA/DLS Request

Other funds

Honoraria/Services (list individuals below)

<u>T-Shirts</u>	<u></u>	<u>\$650.00</u>
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<u>Costumes</u>	<u></u>	<u>\$1,700.00</u>
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<u>Food and Drink for performers + Flowers</u>	<u></u>	<u>\$350.00</u>
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<u>Collins Center</u>	<u></u>	<u>\$6,500.00</u>
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Travel (mileage, airfare expenses)	<u></u>	<u></u>
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Lodging (amount per day x # of days)	<u></u>	<u></u>
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Meals (at per diem rate)	<u></u>	<u></u>
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Advertising	<u>\$625.00</u>	<u></u>
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Printing	<u>\$700.00</u>	<u></u>
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Supplies and Materials	<u></u>	<u></u>
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Other (must specify below)	<u>\$500.00</u>	<u></u>
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<u>Rec Center Rental for dance practice</u>	<u></u>	<u></u>
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<u>Costumes</u>	<u></u>	<u></u>
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Total Expenses	<u>\$1,825.00 *</u>	<u>\$9,200.00</u>
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**Please see guidelines for budget exclusion details.*

December 15, 2015

Dear Sayoko and Amanda,

I am pleased to inform you that the Cultural Affairs/Distinguished Lecture Committee has awarded \$1825 for the 2016 International Dance Festival.

As stated in the grant guidelines:

It is the responsibility of the requesting department or group to fund all expenses associated with the event as those expenses arise, and to maintain a record of receipts and invoices. After all expenses for the event have been incurred, please contact Heidi Carlow at 200 Alumni Hall so that the cost(s) associated with the event may be moved from departmental accounts to the CA/DLS account.

Within **60 days** of the conclusion of a funded event, grantees are required to submit a formal report to the Committee. Please submit your report, using the Cultural Affairs/Distinguished Lecture Series Grant Report Form along with a final project budget form. These document templates are on the Cultural Affairs website. Failure to submit reports will impact future awards.

All publicity and promotional material must include the following credit:

The 2016 International Dance Festival is supported in part by a grant from the Cultural Affairs/Distinguished Lecture Series Fund.

Please refer to the grant guidelines for additional information.

Sincerely,

Gretchen Faulkner
Chair



2016 International Dance Festival

An Evening of Dance from Around the World



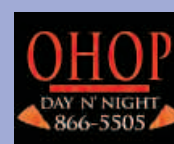
photo by Mariusz Potocki

Free
Admission

Saturday, Feb. 20 • 2 p.m. and 7 p.m.
Collins Center for the Arts

For more information or to request a disability accommodation call, 207.581.3437.
Sponsored by: Office of International Programs, International Student Association, UMaine Student Government,
Division of Student Life, Cultural Affairs and Distinguished Lecture Series, Residents on Campus, Orono House of Pizza.

The University of Maine is an equal opportunity/affirmative action institution.





2016 International Dance Festival

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photo by Mariusz Potocki

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Cultural Affairs/Distinguished Lecture Series Grant Report Form

Applicant Organization: International Student Association

Project Title: 2016 International Dance Festival

Contact Name: Sayoko Mori, Amanda Mancheva

Campus Address: 240 Estabrooke Hall

Phone: 581-3491

E-mail: sayoko.mori@maine.edu

Was the project carried out as outlined in the proposal? If not, which aspects of the project's scope and/or budget were modified, and why? What impact did the modifications have on the project?

Yes, the project was carried out as outlined in the proposal for the most part. The printing and poster design cost more than we budgeted initially. We needed more posters than we originally planned. Instead of adding to the original order to Printing service, we ended up printing extra copies at our office to meet our expectations.

How many people attended the event(s)? Indicate whether figures are actual or an estimate. If possible describe the different audiences that this program served (i.e. UMaine Students, general community, teachers, etc.).

Approximately more than 1,800 people attended this event. Having both a matinee and evening performance allowed us to reach a wide audience. Roughly 800 people attended the 2PM show and this audience consisted of families with children and many other members of the general community. Roughly 1,000 people attended the 7PM show. A largest of students attended as well as community members.

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

We advertised the event in the Maine Campus, the Penobscot Times, a campus mailing to faculty and staff and posters and flyers. A mailing to local schools was sent out a few weeks prior to the event and email announcements and Facebook were also used to reach the campus community. We also advertize on the Bangor Daily News event section and radio stations such as MPBN and WERU. An electronic copy of the poster is attached. All of our promotional materials followed this design. If you would like hard copies of any of the advertisements, we can provide them upon request.

Please attach a final budget to this form, using the CAC/DLS Budget Proposal form at <https://umaine.edu/president/culturalaffairs/application/> to show actual expenditures for the project.

4/20/2016

CADLS
Cultural Affairs Fund for 2016 International Dance Festival

Attached are copies of invoices, purchase orders, and/or IDO's, along with copies of our GL for expenses associated with the 2016 International Dance Festival for:

Advertising

Penobscot Time (Franklin Group)	\$ 213.87
Black & White ad on 2/11/16	
Color Ad on 2/18	
Service Charge Retail	

Printing Service

Posters	\$ 160.70
Poster Design (Marketing & Communication)	\$ 160.00
Fliers	\$ 182.38
Postcards	\$ 144.41
Programs	\$ 396.97
Inserts for the Programs	\$ 59.41

Campus Recreation/Maine Bound

Use of Multi-Purpose Room for Dance Practices	\$ 500.00
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TOTAL	<u>\$ 1817.74</u>
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