

Fall 2015

## Culturefest 2015

University of Maine Office of International Programs

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**Brittany Brackett** <brittany.brackett@maine.edu>

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## CADLS Grant Application from

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um.weboffice@maine.edu <um.weboffice@maine.edu>  
To: cadls@maine.edu

Fri, Sep 25, 2015 at 11:54 AM

**Name**

Sayoko Mori/Amanda Mancheva

**Address**

240 Estabrooke Hall

**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**

Culturefest 2015

**Date(s) of Event**

November 7, 2015

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

All UMaine Multicultural student groups, community members and numerous faculty and staff

**Project Abstract**

Culturefest is an annual event hosted by the International Student Association and the Office of International Programs. US students from multicultural backgrounds take part and celebrate their families' heritage. The best part of Culturefest is the food court which will offer a wide variety of food from around the globe.

**Program Description**

Culturefest has four major activity stations: food court from all over the world, country exhibit tabling, children's activity place and main stage. The participants: students, faculty members, local community members represent their originated country foods, traditions and arts at one space. The event will be a talent show with music, dances and other performance. The fashion show which introduces participants' traditional clothing is one of the popular events on the stage.

**Audience**

Approximately 1500 people  
Composition of the audience: students, faculty, staff, local community members

**Publicity**

Posters, flyers, invitation letter to local schools, Maine Campus newspaper, local newspaper, local media

**Amount requested from CADLS**

\$1,720

**Other funding request**

International Student Association (ISA)  
Residence Hall Association (RHA)  
Office of International Programs (OIP)  
Programming Fund

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

Rec Center Rental and Ad.

**Budget Proposal Form must be attached**

- 2015-CADLS-Budget-Form-Estimate-Submit-092515.doc

# Cultural Affairs/Distinguished Lecture Series Fund

## BudgetForm

Page 1 of 2

Applicant/Organization: Yoko Mori/Office of International Programs, Amanda Mancheva/International Student Association

Responsible Officer: Amanda Mancheva

Event Title: Culturefest 2015

Event Date: 7-Nov-15

Total Program Budget: \$6,375.00

Amount Committed by Applicant Organization: \$320.00

Funding Requested from other funding sources  
(please list below)

Program Fund \$1,495.00

Student Government \$2,040.00

RHA \$300.00

Office of International Programs \$500.00

Program revenues (if applicable) \$0.00

Amount Requested from CA/DLS Committee: \$1,720.00 \*

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

*\*Please see guidelines for budget exclusion details.*

# Cultural Affairs/Distinguished Lecture Series Fund

*Budget Detail*

*Budget Form*

Page 2 of 2

**CA/DLS Request**

**Other funds**

Honoraria/Services (list individuals below)


Travel (mileage, airfare expenses)		<u>\$0.00</u>
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Lodging (amount per day x # of days)		<u>\$0.00</u>
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Meals (at per diem rate)		<u>\$0.00</u>
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Advertising	<u>\$600.00</u>	<u>\$0.00</u>
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Printing		<u>\$350.00</u>
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Supplies and Materials		<u>\$500.00</u>
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Other (must specify below)	<u>\$1,120.00</u>	
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Bangor Interpreters (sign language) \$400

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Rec Center Rental \$720

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<b>Total Expenses</b>	<u>\$1,720.00 *</u>	<u>\$850.00</u>
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*\*Please see guidelines for budget exclusion details.*



THE UNIVERSITY OF  
**MAINE**

Celebrating **150**  
years

# 2015 Culturefest

Saturday, Nov. 7

11 a.m.–3:30 p.m.

New Balance Student  
Recreation Center

University of Maine

Enjoy food, country/cultural  
exhibits, music, children's  
activities, style show and  
cultural performances from  
around the world.

For more information, call  
**207.581.3437**

**Free admission**

Sponsored by:  
Office of International Programs  
International Student Association  
Cultural Affairs/Distinguished Lecture Series  
Student Life  
Residents Hall Association  
Student Government, Inc.  
Department of Modern Languages and Classics

Your student activity fee at work



Presented by:  
Office of International Programs and  
International Student Association

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## Cultural Affairs/Distinguished Lecture Series Grant Report Form

Applicant Organization: International Student Association/Office of International Programs

Project Title: 2015 Culturefest

Contact Name: Sayoko Mori & Amanda Mancheva

Campus Address: 240 Estabrooke Hall, University of Maine, Orono, ME 04469

Phone: 207-581-3491

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. We did not have much modifications from the past years. The performance at the stage was held more than once, which attracted more audience during the event.

**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.).**

Roughly 1,500 people attended this event including UMaine students, faculty and numerous members of surrounding communities, and Husson University students. For the exhibit, Hiroasaki University from Japan attended and provided participants various cultural experiences. For the children's activity, UMaine representative sorority Members of Kappa Delta Pi (KDP) provided amazing activities to children.

The exhibit tables were represented by about 32 different countries or domestic and international student associations. About 150 students/faculty members presented for exhibit tables. The food court sales were represented by 21 various countries or international student/faculty associations. About 50 students/faculty members presented for food tables. We had over 200 participants for both exhibit and food sales tables.

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

The event was promoted by using flyers, newspaper advertisements in the Maine Campus and Penobscot Times, Bangor Daily News, local media such as WERU and MPBN, Facebook, posters and postcards, mail a few flyers to entire Maine schools. Electric board at football arena was used. We posted UMaine News and Event as well.

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.

## Culturefest 2015

ITEM/VENDOR	ESTIMATED COST	TOTAL ACTUAL	TOTAL BILLED/PAID	INVOICED TO
FACILITIES: tables and chairs	550.00	531.00		}
JEFF'S CATERING: 12 round tables/warming pans	1140.00	1119.00		} STUDENT GOVERNMENT
PRINTING SERVICES: posters & post cards	350.00	332.45		} Award \$2500
	<b>2040.00</b>	<b>1982.45</b>	<b>0.00</b>	
MOTOR POOL	150.00	147.40		} RHA
MARKETING: poster design	150.00	80.00		} Award \$300
	<b>300.00</b>	<b>227.40</b>	<b>0.00</b>	
Photography supplies	30.00	0.00		Paid by ISA
Flowers	100.00	0.00		Paid by ISA
Children's Activities Supplies	120.00	51.29		Paid by ISA
Table arrangement supplies	70.00	123.46		Paid by ISA
Gift Card (Verve)	0.00	150.00		Paid by ISA
<b>** ACTUAL COST UNKNOWN</b>	<b>320.00</b>	<b>324.75</b>	<b>0.00</b>	
Paper products	500.00	533.70		Paid by OIP
	<b>500.00</b>	<b>533.70</b>	<b>0.00</b>	
FACILITIES: backboards, deliver, pick up, electrical, janitorial	1300.00	1115.28		}
Police Officer & firemen	250.00	250.00		} Program Fund
Sound, lights, staging	800.00	0.00		} Award \$1495
Printing outdoor signs	45.00	127.00		}
	<b>2395.00</b>	<b>1492.28</b>	<b>0.00</b>	
Rec Center Rental	720.00	720.00	696.00	}
Penobscot Times - Advertising	300.00	278.50	279.95	} Cultural Affairs
Maine Campus - Advertising	300.00	210.00	210.00	} Award \$1320
	<b>1320.00</b>	<b>1208.50</b>	<b>1185.95</b>	
<b>TOTAL CULTUREFEST 2015 ESTIMATED EXPENSES</b>	<b>7675.00</b>	<b>5769.08</b>		

Total award of Student Gov't, RHA, Program Fund and Cultural Affairs: \$5,615  
 \$200 donation from Dept of Modern Language  
 Free lighting and stage from CASE



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**DATE  
RECEIVED**

NT

\*CASE Donation