

10-2013

## 2013 Culturefest

International Student Association

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**CULTURAL AFFAIRS/DISTINGUISHED LECTURE SERIES**  
**GRANT APPLICATION**

I. Applicant/Organization: International Student Association

II. a. Responsible Organization Officer: Tuan Le and Sarah Joughin

b. Title: ISA Treasurer and ISA Advisor

c. Campus Address (include Email and Telephone): 100 Winslow Hall, [tuan.le@umit.maine.edu](mailto:tuan.le@umit.maine.edu),  
[joughin@maine.edu](mailto:joughin@maine.edu), 581-3425

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

Please see summary of Culturefest.

IV. Budget Proposal Form must be attached.

Please see attached budget.

**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:**      [alisha.lukas@maine.edu](mailto:alisha.lukas@maine.edu)

For questions regarding the Cultural Affairs/Distinguished Lecture Series, please contact Alisha Lukas at 1-1512.

**2013 CULTUREFEST  
EXPENSES AND FUNDING**

## Culturefest 2013 Estimated Budget

ITEM/VENDOR	COST	INV TOTAL	INVOICED TO
Facilities tables and chairs	\$500.00		Student Govt
Jeff's (12 rounds tables for café area)	\$100.00		Student Govt
Children's Activities Supplies	\$100.00		Student Govt
Poser Design by Marketing	\$150.00	850.00	Student Govt
Photography supplies	\$20.00		International Student Association
Flowers	\$75.00		International Student Association
Food Contest Prizes	\$100.00		International Student Association
Table Arrangement Supplies	\$50.00	245.00	International Student Association
Paper Products	\$500.00		OIP
Culturefest Coordinator (Temp Employee)	\$1,000.00	1,500.00	OIP
Facilities: back boards, deliver, pick up, electric, janitorial	\$1,500.00		Program Fund
Police Officer & Fireman	\$250.00		Program Fund
Sound, lights & staging	\$800.00		Program Fund
Printing Outdoor Signs	\$45.00	2,595.00	Program Fund
Rec Center Rental	\$700.00		Cultural Affairs
Penobscot Times - 1b/w 10/28; 1color 11/4	\$285.00		Cultural Affairs
Maine Campus- 2-1/8 page b/w(10-29 & 11-1)	\$250.00		Cultural Affairs
One 1/4 pg color ad (11-5)			
Printing Services - Posters			Cultural Affairs
- Post cards	\$275.00		Cultural Affairs
Motor Pool	\$150.00		Cultural Affairs
Jeff's Catering (warming pans)	\$1,000.00		Cultural Affairs
Bangor Interpreters ( sign language)	\$400.00	3,060.00	Cultural Affairs
<b>TOTAL CULTUREFEST 2013 ESTIMATED EXPENSES</b>	<b>\$8,250.00</b>	<b>\$8,250.00</b>	

## **Culturefest 2013**

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.



Alisha Lukas <alisha.lukas1@maine.edu>

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## Cultural Affairs

1 message

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**Alisha Lukas** <alisha.lukas1@maine.edu>

Tue, Oct 15, 2013 at 8:42 AM

To: Tuan Anh Le <tuan.le@maine.edu>, Sarah Joughin <joughin@maine.edu>

Dear Tuan and Sarah,

The Cultural Affairs Committee has approved funding for your event, Culturefest, in the amount of \$3,060.00.

A concise summary of one page or less on the event and attendance must be submitted to the Committee, through me, within 60 days from the conclusion of your event, along with an Adjusting Entry, GL backup and corresponding receipts. Receipts submitted after this deadline cannot be reimbursed; if there are unavoidable extenuating circumstances, you must contact me before the deadline to request alternate arrangements. Please also attach copies of promotional material and publicity, including reviews.

Each member of the Cultural Affairs / Distinguished Lecture Series Committee (currently 12 members) shall be entitled to a total of two tickets per committee member, should yours be a ticketed event and should they wish to attend. Those requests will be made through me, to you.

We very much appreciate your ongoing partnership maintaining UMaine brand standards. Please see the following link for branding information for your event's promotional material: <http://umaine.edu/marketingandcommunications/brandstandards/>.

Please contact me with any questions.

Congratulations!  
Alisha M. Lukas  
Administrative Specialist 1  
University of Maine  
Office of the President  
200 Alumni Hall  
(207) 581-1512

## Cultural Affairs/Distinguished Lecture Series Grant Report Form

**Applicant Organization: International Student Association**

**Contact Name: Sarah Joughin & Tuan Le**

**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 2013

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. This year we had 4 events: Exhibits, Food Court, Style Show and Children's Area. Our event was structured slightly differently than in past years as we held it in the New Balance Recreation Center due to ongoing construction in the field house. Because of the change of venue and our concern for adequate space we eliminated the Talent Show portion of Culturefest this year. This was a disappointment to some but now that we have done a "test run" at the Rec. Center we feel that we can reincorporate this popular event next year.

We had over 150 participants from approximately 35 countries in the event this year. Students and their families enjoyed sharing food, pictures, maps, cultural artifacts, music, and cultural traditions with attendees

Location: New Balance Recreation Center

Date and Time: Saturday November 2nd 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.

The final budget will be sent once all charges come in. This may take several weeks. In general expenses stayed within the estimated amounts.



# 2013 International Culturefest

Saturday, November 2  
11 a.m.–3:30 p.m.  
**New Location**  
New Balance Student  
Recreation Center  
University of Maine

Savor the flavors of the world —  
enjoy country/culture exhibits,  
children's activities, food court,  
and a style show. Demonstrations  
of traditional music, art and games  
will be held throughout the day.

**Free admission**



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

For more information call 207.581.2905.