The Multicultural Center at the Ohio State University Presents the 2009-2010 Collaborative Programming Grant Proposal

Introduction
The Multicultural Center (MCC) welcomes proposals for up to $3000 for programs, events, exhibits, residencies, performances, seminars, and other activities congruent with our mission and values (Attachment 1) that demonstrate a connection to the annual MCC theme: “Transformation…What’s Your Story?” (Attachment 2). The MCC typically awards funds for requests that demonstrate collaboration with OSU faculty/academic staff, MCC staff members, and students around diversity work and initiatives.

Action Steps and Essential Components
To enhance the quality of a given proposal and the chances of receiving full funding, the review committee highly encourages applicants to read through this document in its entirety and review the additional proposal materials on the MCC website (http://mcc.osu.edu/funding-opportunities/), especially the MCC Collaborative Programming Grant Application Process and Checklist. These documents help ensure that every proposal is complete and that it meets the preordained funding requirements. Essential elements of any application submission include:
1) Intentional partnership with an MCC representative,
2) Academic component demonstrating educational impact,
3) Student participation in planning and implementation,
4) Role(s) for the MCC in the development of the program/activity/event, and
5) Other identifiable funding sources.

Important Things to Know and Remember
1) All people or groups interested in applying for the MCC Collaborative Grant must consult with the Chair of the Collaborative Grant (Brian Gibson, bgibson@studentlife.osu.edu) before or during the initial planning phases of an activity to be eligible to receive funding for that activity.
2) Full consideration will be given to proposal demonstrating collaboration with the Multicultural Center throughout the project’s development, completion and evaluation.
3) MCC funding may not be used to support conference travel or activities that do not have the potential to serve a substantial number of members of the university community. In addition, MCC funding may not be used for potential revenue-generating events (e.g. fundraisers) or to fund events/programs that involve the sale of tickets.
4) The Director of the MCC and selected advisory members (i.e. staff, faculty, and/or students) will review these proposals. Their decision will be communicated via email to the applicant and partnering staff and faculty members.
5) Programs funded by this grant must complete and submit the MCC Collaborative Grant 2009-2010 Final Report Form, located at the end of this document, no later than 30 days after the end of the event.

Submission
Proposals should be emailed as an attachment to both Brian Gibson (bgibson@studentlife.osu.edu) and Teena Poole (tpoole@studentlife.osu.edu) at least 45 days prior to the start of the program/event. Feel free to verify the receipt of a submitted application by contacting the MCC via phone at (614) 688.8449.

Additional Information
For additional questions about the application process or clarification about the funding process, please contact Brian Gibson (GAA) by email at bgibson@studentlife.osu.edu or by phone at (614) 688.8449.
Collaborative Programming Grant Proposal

Program/Event Information

Name: 
Date: 
Location: 
Expected Number of Participants: 

Grant Applicant Contact Information

Name: 
OSU Email: 
Phone Number: 

Multicultural Center Staff Partner(s)

Name: 

Faculty Partners:

Name and Title: 
Department: 
Office/Building Number: 
OSU Email: 
Phone: 

Other Organizations Involved (if applicable):

Name: 
Name: 
Name: 

Summary: In a briefly paragraph or two summarize for what you are requesting funds. Include in one of the two paragraphs the following information:
- The goals of your partnership with the MCC,
- How the academic component of your activity will create an educational impact,
- How students will have prominent roles in the activity planning and implementation, and
- Other identifiable funding sources.

Project Narrative:
- Describe the activity in detail (i.e. what is it, what will happen, who will likely participate)
- Relate why the activity is of value to both the OSU community and to the MCC
- Delineate how the project addresses the MCC theme (see Attachment 2 for MCC theme).

The Multicultural Center Objectives:
- Demonstrate how proposed activity relates to the purposes and goals of the applicant.
- Demonstrate how proposed activity is in line with the MCC vision, mission, and values (see Attachment 1 MCC vision, mission, and values statement).

Role of the MCC Partner in the proposed activity:
- Demonstrate how the MCC and any other partners are engaged with the applicant in planning and producing the proposed programming. (Note: Full consideration will only be given to applications that show engagement and involvement of the MCC partner from the initial planning stages through program development, completion and evaluation).
**Student Engagement:**
- Demonstrate how students or student organizations will be actively engaged throughout the implementation of the grant. Examples include: partnering with a student organization and having the organization involved in planning and implementation of the program.

**Academic component of the proposed programming**:  
- Describe how your activity will create direct involvement and engagement with a campus academic unit or faculty member.  
- Demonstrate how program participants will be actively involved in the teaching, learning, or research process. An example could be direct college/faculty involvement in a program with required class attendance and participation.  
- Create learning outcomes that identify what you expect the participants of your activity will learn from the activity (these can also be used to create the assessment/evaluation of the event)

**Benefits to OSU community of the proposed programming:**  
- State how your proposed program will contribute tangible and intangible benefits to the OSU community.

**Budget:**
The budget should:  
- Detail all anticipated expenses to cover all parts of the activity described in this proposal.  
- Clearly delineate costs to be met by the MCC Collaborative Grant and those provided by other parties.  
- Include information on where additional funding sources will be obtained and whether they have been secured or are anticipated. (The MCC Collaborative Grant program is not intended to be the sole funding source for any proposed program).

**Evaluating the activity**:  
- Create an assessment/evaluation tool that determines the total participants and collects demographic information, which includes participants’:
  - Gender  
  - Race/ethnicity  
  - Sexual orientation  
  - Faith or spiritual practice/affiliation  
  - Housing status (on campus/off campus)  
  - Campus Affiliation (student/faculty/community member status)  
  - International status (domestic/international).
- Identify how you are going to measure your learning outcomes with the assessment/evaluation tool  
- Identify what you want to learn about your activity through the use of this evaluation

**Final Report:**  
- Indicate, by name and with contact information, the individual responsible for submitting the final report.

**Financial Processing Information:**  
- Indicate how your organization would like to receive the funds if you are awarded  
  - If by check, information about who to make the check to and where to send it  
  - If by transfer to an Ohio State account, provide the ORG, FUND, and ACCOUNT numbers  
- Provide contact information (name, email, phone number) of who we can contact if we need more information regarding the awarding of funds.

*These areas are usually where applicants have the most problems, so be sure to give these sections careful attention when crafting them. If you have any questions or need guidance (especially around creating learning outcomes and creating evaluations), please contact the MCC!*
MCC Collaborative Programming Grant 2009-2010
Final Report

Program Name:
Program Date(s):
Today’s Date:
Submitted By: Name, Organization
Submitter’s OSU Email and Phone Number:

Evaluation:
- Insert a blank version all assessment and evaluation tools used to evaluate the activity, and below each tool, insert any a summation of all data collected through its use.

- Insert demographic information here about the participants’:
  o Total number of participants (can be an estimation):
  o Gender
  o Race/ethnicity
  o Sexual orientation
  o Faith or spiritual practice/affiliation
  o Housing status (on campus/off campus)
  o Campus Affiliation (student/faculty/community member status)
  o International status (domestic/international)

- Include a brief summary of what you learned about your activity from the assessment/evaluation.

Marketing Materials:
1. Insert electronic copies of all marketing pieces used for this event (i.e. posters, websites (include web address and screenshots of the information), listserv postings, etc.)

Final Budget Report:
1. In an Excel spreadsheet separate from this document, provide a final line-item budget outlining expected versus actual costs. Indicate in a column of the budget which items were purchased with MCC Collaborative Grant funds as well as how much of the MCC funds went to those items.

2. In this document, outline all items purchased with MCC Collaborative Grant funds using the following format:
   1. Item ($ amount of MCC grant funds put towards that item)
   2. Example: Posters to advertise event ($500)

Deliver electronically to:
Brian Gibson, Graduate Administrative Associate
bgibson@studentlife.osu.edu
614-688-8449
The Multicultural Center Vision, Mission, and Values

**Our Vision** is to realize…

…universal participation in establishing an intellectually vibrant and socially just community.

**Our Mission** is…

…to facilitate the inclusive shared learning experiences of students where all can engage in dialogue, challenge barriers, and build collaborative relationships.

**Our Values** revolve around…

*TRANSFORMATIVE EDUCATION*
We contribute to the academic mission of the university by facilitating thought-provoking and participatory learning experiences.

*COMMUNITY*
We actively build an inclusive and positive environment for all members of The Ohio State University community.

*COLLABORATION*
We recognize that this important work on behalf of students is most effective when we pool our collective wisdom and resources.

*INNOVATION*
We continually enhance our services and vision by being open to, seeking and creatively implementing new ideas.

*SOCIAL JUSTICE*
We inspire individuals and groups to examine systems of privilege and oppression.

*EMPOWERMENT*
We engage individuals and groups to develop their own sense of power in order to bring about social change.
Attachment 2
The Multicultural Center Bi-Annual Theme
Stories of Transformation

Every two years, the Multicultural Center establishes a general programming theme that focuses the following two years’ programs around a common concept.

The theme is meant to inspire broad-based interpretations within the MCC and its programming units and with university and community partners. Potential collaborators are encouraged to consider the theme from various cultural and personal perspectives that lead to spirited and creative examinations of the theme.

Interpreting the theme from diverse points of view is intended to enrich the broader community through social engagement and shared understandings. All community members are welcome to participate in all MCC programming.

Transformation...What’s YOUR Story?

Think of a moment...

  a moment in your time here at OSU...
  or a moment anywhere, anytime in your life...
  when your life changed...
  when you learned something profound that changed everything for you...
  a moment when you felt yourself shift more into who you are...
  a time when you saw something or learned something that made you say, Aha! or Whoa…
  It could be a fabulous moment...
  or a quiet change...
  It could be something difficult...
  or something of great joy…
  But whatever happened, you changed.
  You moved more into alignment with yourself, your core, your soul, your heart…

…You transformed.

HOW DOES INDIVIDUAL TRANSFORMATION CONNECT PEOPLE?

What makes a person transform?
What makes a person change in a way that motivates this individual to go out and help others transform?

What makes a community transform?
How does individual transformation benefit the community?
How does community transformation benefit the individual?

What makes the world transform?
How does individual and community transformation have an effect on a global level?
Is global transformation always related to individual transformation?

What is the relationship between personal, community, and global transformation?
At the Multicultural Center, we seek collaborations that encourage active participation in positive, systemic change. How does a particular program reach out to the individual to create personal transformation that will inspire that individual to take action in communities and in the world overall?