

CULTURES 
COMMUNITIES

2015-2016

Community University Partnership (CUP)
Grant Application

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Eligible Partnerships

Community/UWM Partnership grants support limited-term projects and events that promote activities between UWM and the diverse communities it serves. Any coordinated activity centered on an educational, cultural or social justice project or event that brings together a community group and a UWM group constitutes an eligible partnership project. Applications should reflect a collaboration that will result in tangible benefits for UWM and the community.

Previously awarded partnership grants are available for review in the Cultures & Communities office and on the website: cup.uwm.edu

While each grant application must have at least one UWM partner and at least one community partner, applications can have multiple partners from the community, university or both and correspond to the partners identified on the application cover page.

Community Partner: Any community-based group or individual representing such groups serving Milwaukee.

UWM Partner: Any UWM faculty, academic staff, student organization, school, department, or individual representing such groups.

Please note:

Cultures and Communities (C&C) staff can facilitate project development by helping link community groups and UWM affiliates.

C&C employees and staff-in-residence are not eligible to apply for this grant.

Contact Information

Dr. Robert S. Smith, Executive Director, Cultures and Communities Program
Associate Vice Chancellor, Global Inclusion and Engagement

By phone: 414-229-5960

By email: smithrs@uwm.edu

Nelida Cortes, Graduate Program Assistant, Cultures and Communities

By phone: 414-229-1159

By email: cortes@uwm.edu

*E-mail questions to: cup-grant@uwm.edu

CUP Grant Website

cup.uwm.edu

Grant Funded Opportunities & Themes

Partnership grants encourage new forms of community-UWM cooperation that use innovative methods of teaching and learning to promote or build understanding of one or more of the following:

- Cross-cultural literacy
- Local/Global perspectives on social and artistic issues
- The relationship of science to culture and society
- Social justice through community development
- Environmental initiatives
- Gender issues
- Immigration issues
- Religious pluralism
- Community health and well-being

In essence, **the ideal grant** application centers on an educational or cultural project that brings together a UWM (under)graduate course or program with nonprofit community resources such as museums, neighborhood improvement groups, community centers, schools, and health agencies.

All projects that meet grant criteria will be considered; however, each year, the CUP grant program has a funding priority in its yearly competition.

Funding Priorities

For 2015-2016, the Cultures and Communities Program is particularly interested in supporting projects that develop a better understanding of how groups and communities are transforming their identity, traditions, and practices to address the challenges of social change in the 21st century. This involves persistent challenges and promising opportunities that encourage social inclusion and engagement.

This year's CUP priority seeks to integrate community and academic knowledge by funding projects that highlight the following processes:

- o Improving assessment efforts while considering the value and consequences of chosen strategies (who do they serve and how)
- o Diversifying documentation practices
- o Adopting innovative applications of technology (traditional and/or cutting-edge)

Award Categories

One-time:

Grants are eligible for one year of funding.
(Not to exceed \$3,500)

Renewable:

Grants are eligible for renewal up to three years. In renewal applications, significant differences and advancements from previous grant project(s) must be clearly outlined in the proposal. See page 9 for eligibility checklist.
(Not to exceed \$3,500)

Please note:

- *Grant funds may be used to support staff expenses, supply & material expenses, guest speaker honorariums, travel, facility rental, student work-study, publicity, curriculum development, and software & IT tools and support.*
- *Grant money may not be used for food or gift cards.*

Grant Cycle

The CUP grant cycle is from July 1, 2015 – June 30, 2016.
All CUP grant funds must be exhausted by June 30, 2016.

Application Deadline

Completed applications are due in the Cultures and Communities Program office by **4:00pm** on **Friday, May 1, 2015**, or be postmarked by this date. Applications may also be faxed, in PDF format only, to Nelida Cortes at 414-229-6390.

Please note:

- *Late applications will not be accepted.*

Application Drop-off and Mailing Address

**Nelida Cortes, Program Assistant
Cultures and Communities Program Office
Attn: CUP Grant Opportunities
University of Wisconsin-Milwaukee
P.O. Box 413, NWQ 1444A
Milwaukee, WI 53201**

CUP Grant Recipient Requirements

ORIENTATION

All CUP grant recipients must attend an orientation session (each project will have their own meeting and all project participants must be present) to be scheduled for June/July 2015. CUP grant funds cannot be accessed until the orientation has been held.

*****All CUP grant partners MUST be present at their orientation.*****

DOCUMENTATION & MONITORING

i. CUP Quarterly Reports

CUP grant recipients will submit up to four reports and complete an exit survey. All reporting materials must be provided to the Cultures and Communities Program office.

ii. Documentation

Grant recipients must submit documentation to the Cultures & Communities office (photos, video, audio, etc.), when applicable, of project activities. Consent/Release forms and/or permission are the responsibility of the CUP grant recipients.

iii. Publicity Materials

Publications related to corresponding CUP project activities must be submitted to the Cultures & Communities Program.

iv. Acknowledgement of Cultures & Communities

CUP grant recipients must acknowledge the C&C Program in any publications, advertisements, promotional materials, or public statements.

INVOLVEMENT IN CAMPUS ACTIVITIES

To increase campus and community involvement, all grant recipients are required to attend a minimum of two campus activities during the grant period. There will be a variety of options available. Examples include: Race and Representation events, reading circles, films, lectures, gallery talks and exhibitions on critical social issues, socio-cultural programs, and forums on community/UWM partnerships open to the public.

CUP Grant Application Components

- Application Cover Page** (Include project title, names, department/organization, and contact information for project leaders. Use summer mailing address!)
- ✓ If the grant involves more than one community or UWM partner – be sure to include their information on the application cover page

- Project Abstract** (Maximum 200 words)

- Project Description** (Maximum 1500 word narrative)

This narrative should address how the project was conceived, the ways in which the project fosters community/UWM partnerships, the impact it may have on UWM students and course development, and benefits it may provide to the community. **It should also clearly specify expected outcomes of the project** and how this could be documented and assessed.

- a. How does this grant request relate to your research interests?

- ✓ How does it involve UWM students?
- ✓ Is it affiliated with a specific UWM course?

- b. How does this grant request fit in your on-going programmatic activities?

- ✓ Does it extend an existing program?
- ✓ Is it a start-up for new programming?

Renewal Applicants only: include in your project description what the previous grant accomplished and explain what specific innovations merit funding. We will not fund continuation of the same programming, but rather, will fund projects that can become sustainable themselves.

- c. Use the attached Eligibility Checklist to document that you have successfully completed all the requirements of the previous CUP grant. (See page 9)

- Timeline** schedule of activities and events (Incorporate how you will document and submit these materials to the Cultures and Communities Program.)

- Letter of Agreement**

One letter of agreement must be submitted per application and be signed by each partner (as identified on the application cover page - electronic signatures are NOT accepted.) It should specify the details of the collaboration and clearly outline the **expected contributions** and **expected benefits** for each partner.

- Two (2) Letters of Recommendation** from two (2) supporting campus or community organizations/institutions. (Must be submitted by individuals other than applicants themselves, on letterhead, and addressed to: CUP Grant Review Committee.)

1) Name _____ Position _____

2) Name _____ Position _____

- Itemized Budget Request** (Include all expenses)

We ask for your total project budget in the budget request. Include funding from other sources, pending, or considered in-kind, if applicable. (Grant funding will be determined by the evaluation committee and may differ from amount requested. Co-sponsorship is strongly encouraged.)

Application Cover Page**Title:** _____**Program Schedule:** Begin Date _____ End Date _____ First Time Applicant Renewal Applicant1st CUP grant year 20 _____2nd CUP grant year 20 _____**Community Partner:**

Project Leader: _____ Position: _____

Organization: _____

Mailing Address: _____

City/State/Zip: _____

Work Phone: _____ Home or Cellular Phone: _____

Email: _____ Website: _____

If you are a service learning site, which universities are you affiliated with? **UWM** **Marquette** **Other** _____**Did you attend a CUP grant information session?** **Yes** **No****UWM Partner:**

Project Leader: _____ Position: _____

Organization: _____

Mailing Address: _____

City/State/Zip: _____

Work Phone: _____ Home or Cellular Phone: _____

Email: _____ Website: _____

If applicable, do any of your courses require service learning? **Yes** **No****Did you attend a CUP grant information session?** **Yes** **No**** Please include summer mailing address if different than mailing address provided above.*** Be sure to include contact information for each participant identified on Letter of Agreement.*

Renewal Applications ONLY**v. CUP Quarterly Reports:**

- i. How many CUP Reports were required for your grant? _____
- ii. Were they submitted in time? Yes No
- iii. Did you submit an exit survey upon completion of the grant cycle?
Yes No

vi. Documentation of Activities:

- i. Have you submitted documentation of your grant activities?
Yes No
- ii. What was the nature of this documentation (check all that apply)
 - Photos
 - Video
 - Audio
 - Taped interviews
 - DVD
 - Curriculum materials or manuals
 - Other(s) please list:

vii. Publicity Materials:

- i. Did you submit copies of materials which acknowledge the support of the Cultures and Communities Program to the office? Yes No

2. Involvement in Cultures & Communities Activities:

- i. Did all partners in this CUP grant submit the required event attendance feedback forms (2 each) to the Cultures and Communities Program office?
 Yes No

Please note that your responses to these questions will be considered in the review process of this application. A no response to any of these aforementioned grant requirements will lower your rating and/or eliminate you from this year's competition.

Brief Survey (Optional)

One of our goals is to improve our connection with the greater Milwaukee community. In order to do that, we need some feedback from you.

Please take a moment to fill out this brief survey:

1. **How did you hear about the CUP grant?**

2. **In the past 6 months, how frequently did you come to the UWM campus for events or to use the facilities?**

Never Sometimes Often Regularly
(0) (1-3) (4-6) (6 or more)

3. **Are you aware of other UWM projects in the community? If yes , please name them:**

4. **What would facilitate greater UWM involvement with the community?**

5. **What would facilitate greater community involvement with UWM?**

6. **Have you visited the CUP grant website? If so, please provide feedback for improvements.**

7. Would you like to be included in the Cultures & Communities and Sociocultural Programming mailing list? If yes, please fill out the following:

Name: -----

Organization/Department:-----

Address: -----

City, State, Zip Code -----

Phone: -----

E-mail: -----

7. Please provide suggestions for prospective CUP grant applicants who may be interested in learning more about this opportunity.

Name: -----

Organization/Department:-----

Address: -----

City, State, Zip Code -----

Phone: -----

E-mail: -----

Name: -----

Organization/Department:-----

Address: -----

City, State, Zip Code -----

Phone: -----

E-mail: -----

Thank you for your input!