

Campus Compact of the Mountain West



TRAINING GROUND GRANT

2013 - 2014



Compact Service Corps

AMERICORPS PROGRAM

2013 - 2014



COMPACT
SERVICE
CORPS

TRAINING GROUND GRANT CALL FOR PROPOSALS

2013-2014 Training Ground Grant Call for Proposals

Grant Guidelines and Application Process

The Compact Service Corps Training Ground Grant Program is a competitive program for campuses to support Member training and development. Experience has shown that Members are more likely to attend a training hosted at their institution or in their community than they are to travel for a regional conference. All Compact Service Corps sites (campus or individual department) are eligible to apply.

Compact Service Corps Training Ground grants are available for the purpose of increasing opportunities for training and development to Compact Service Corps Members. Funds are to be used to support workshops, conferences, and training events hosted locally and can be applied to augment existing events relevant to Compact Service Corps Members such as National Days of Service combined with Member training. Campuses can use this grant to highlight the expertise of the campus and connect campus trainings through the Compact Service Corps network.

Grant Guidelines:

- Compact Service Corps will fund eight Training Ground grants per year for up to \$3,000 per grant.
- Grants will be awarded to all six states and will support diverse training agendas.
- The event/training/workshop must be open to all Compact Service Corps Members who are interested in attending.
- Applications for the 13-14 grant year are due no later than Tuesday, October 15, 2013.
- Applications must come through a participating Compact Service Corps site (even if a community partner will actually host the event).
- Funds may be used only for items approved in the submitted budget.
- Grantees must submit a final report once the training has been completed that includes copies of marketing materials, the agenda, training materials, attendance numbers (total number of Compact Service Corps Members/total number of participants), reflections and aggregated evaluation data.
- Only one grant will be awarded to a department, college or university, or Compact Service Corps site per year.
- Budget so that no more than \$50-\$75/Member will be spent on providing this training opportunity.

A complete application package includes:

- Application
- Detailed budget
- Timeline for training completion
- Explanation of evaluation process

Send applications to:

Compact Service Corps Training Ground Grant
Campus Compact of the Mountain West
3333 Regis Blvd., B7
Denver, CO 80221

Email: Jami Hiyakumoto, jhiyakum@regis.edu
Fax: (303) 964-5299



GRANT APPLICATION

2013-2014 Training Ground Grant Application

Follow the Grant Guidelines and instructions to complete this application.

APPLICANT INFORMATION

COMPACT SERVICE CORPS COORDINATOR:

COMPACT SERVICE CORPS SITE (CAMPUS AND/OR DEPARTMENT):

PRIMARY TRAINING GROUND GRANT CONTACT (IF DIFFERENT THAN ABOVE):

PHONE: FAX:

EMAIL:

TRAINING INFORMATION

NAME OF EVENT:

EVENT DATES:

EVENT LOCATION: (NAME OF PLACE)

..... (ADDRESS)

..... (CITY/STATE/ZIP)

EXPECTED NUMBER OF PARTICIPANTS:

EXPECTED NUMBER OF COMPACT SERVICE CORPS MEMBERS:

COMPACT SERVICE CORPS TGG REQUEST: COST PER MEMBER OF REQUESTED TGG FUNDS:

TOTAL COST OF EVENT:

Purpose of the event (fill out the agenda and outcomes for this training on the back of this sheet):

.....

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GRANT APPLICATION

Describe how this event will benefit Compact Service Corps Members:

Describe how this event will help Members think about the ways in which they can connect to their community:

OUTCOMES AND AGENDA

Expected outcomes (what should participants be able to do, know or understand as a result of this training?):

Agenda (be specific and give as much detail as you can so the reviewer has a clear picture of what this training will cover and how):

GRANT APPLICATION

Training Budget and Financial Information

The training budget must be clear and all work elements must be eligible, reasonable and directly relevant to the training. Complete the Budget and Financial Information worksheet for total Compact Service Corps TGG request (not total cost of event).

PERSONNEL

Provide the names and titles of key personnel who will help with the implementation of training event.

| Name/title of position | Description of work for event | TOTAL |
|------------------------|-------------------------------|----------|
| | | \$ |
| | | \$ |
| Subtotal Personnel | | \$ |

CONSULTANT FEES

Include payments for professional trainers.

| Name | Description of training provided | TOTAL |
|--------------------------|----------------------------------|----------|
| | | \$ |
| | | \$ |
| Subtotal Consultant Fees | | \$ |

FEES FOR LOGISTICS

Include room reservations, catering, etc.

| Company name | Description of service | TOTAL |
|--------------------|------------------------|----------|
| | | \$ |
| | | \$ |
| | | \$ |
| Subtotal Logistics | | \$ |

SUPPLIES AND MATERIALS

| Materials needed | Description of how materials will be used | TOTAL |
|---------------------------------|---|----------|
| | | \$ |
| | | \$ |
| | | \$ |
| Subtotal Supplies and Materials | | \$ |

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GRANT APPLICATION

Training Budget and Financial Information (continued)

OTHER (SPECIFY)

| Item | Description of its relevance to training | TOTAL |
|-------|--|----------|
| | | \$ |
| | | \$ |
| | | \$ |
| | Subtotal other | \$ |

BUDGET SUMMARY

| Category | TOTAL |
|------------------------|---|
| Personnel | \$ |
| Consultant fees | \$ |
| Logistics | \$ |
| Supplies and Materials | \$ |
| Other | \$ |
| | \$ |
| | TOTAL TRAINING GROUND GRANT COSTS |

ADDITIONAL COSTS (THOSE NOT COVERED BY TRAINING GROUND GRANT)

| Category | TOTAL |
|------------------------|------------------------------|
| Personnel | \$ |
| Consultant fees | \$ |
| Logistics | \$ |
| Supplies and Materials | \$ |
| Other | \$ |
| | \$ |
| | TOTAL ADDITIONAL COSTS |

GRANT APPLICATION

Timeline for Training

Summarize how you will plan and implement this training including deadlines for marketing, developing training materials, setting up the venue, setting up the speakers, registration, etc. Attach ideas for training materials to be developed.

[Empty dotted box for Timeline for Training]

Explanation of Evaluation Process

Explain the process/method and tools you will use to evaluate this training. Please note that the evaluation may solicit feedback regarding quality of the training; however, please ensure that the evaluation measures knowledge gained by participants. Attach evaluation forms and other materials.

[Empty dotted box for Explanation of Evaluation Process]

SIGNATURE OF APPLICANT

SIGNATURE: DATE:

Application deadline for 2013-2014 grant year: October 15, 2013

For more information,
please contact Jami Hiyakumoto:

(303) 964-5298
jhiyakum@regis.edu



