

Concerts and Lectures

Purpose

To promote concerts, convocations, and other cultural activities for the students of the University of Minnesota Crookston, and the Crookston community.

Call for Proposals

The Concerts and Lectures Committee provides small grants for partial funding of lectures, events, and activities that take place at the University of Minnesota Crookston. Events that are closed to the public, require an admission fee, or take place outside of campus will not be considered for funding. All submitted grant requests must have an intended audience consisting primarily of undergraduate students. The amount of money available for award varies on an annual basis. Grant amounts typically awarded have ranged from \$200-\$2,000 with the average award amount equaling less than \$1,000.

General Requirements for Concert & Lectures Grant Requests

- Concerts and Lectures itself does not initiate lecture arrangements. Instead it receives and approves requests from eligible university groups interested in bringing an event to campus.
- Units eligible to request funding grants include:
 - Academic and Administrative Departments
 - Officially recognized campus committees and work groups
 - Student organizations in good standing and registered with the Student Activities Office
- All events must be open (at no charge) to the UMC student body.
- Grant applications submitted for events that take place prior to the submission of the grant will not be accepted.
- It is highly encouraged that Concerts and Lectures not be the only source of funding for any proposed event.
- The Concerts and Lectures Committee reserves the right to limit the total number of awards to any one applicant and/or organization, and the amount awarded per semester, to ensure equitable distribution of funds.
- Priority will be given to proposals that are new requests.
- The Concerts and Lectures Committee will base its decisions on funding on the following criteria:

- The intended audience for the event and the breadth of that audience
 - Secured sources of funding external to Concerts and Lectures funds
 - Total amount of grant funds available for allocation
- The award allocation from Concerts and Lectures may be used for:
 - Honorarium (maximum request of \$500)
 - Lodging
 - Travel (federal rate for mileage; airfare based on economy class 30-day advance purchase)
 - Publicity/Promotion
- Concerts and Lectures funds may not be used for:
 - Any program that is being presented only during a class session that is held and at a time and place not conducive to welcoming other members of the campus community
 - Salaries, honoraria, fees, or meals for any University of Minnesota Crookston faculty, staff, or student
 - Expenditures for receptions
 - Events not being held on the University of Minnesota Crookston campus
- All information pertaining to the event must be submitted to the Office of University Relations, no later than four weeks prior to the event for publicity and promotion.