Communal Principles Project Proposal Guidelines

(UR Undergraduates)

Statement of Purpose

The Communal Principles Project (CPP) is an ongoing initiative of the College coordinated by the Office of the Dean of Students (ODOS). It is designed to promote the Communal Principles of fairness, freedom, honesty, inclusion, respect, and responsibility. Beginning with the 2011-12 academic year one of six principles will be highlighted annually. This year’s focus is INCLUSION and we encourage collaborative programs or activities that exemplify the spirit and purpose of inclusion in our diverse community. All proposals will be considered though not all will receive funding as there are a limited number of $500 and $200 grants available.

Communal Principles Definition of Inclusion

Our community welcomes, encourages and supports individuals who desire to contribute to and benefit from the institution’s missions. Members of the University’s community come from different geographical areas, represent differences in ethnicities, religious beliefs, values and points of view; they may be physically different, have different intellectual interests, or have different abilities. We not only welcome such differences in members of our community, but we also actively seek to include them in all aspects of the institution’s operations.

Assessment Criteria

You must go beyond the use of the word “Inclusion” in the written proposal

- How does the proposed program enhance and/or promote inclusion in the University of Rochester community?
- Who will this program impact?
- How will the program’s audience/participants engage in the program and understand the value of inclusion?
- What will be the long-lasting effects of this program?
Please note:
- Programs or activities of a collaborative nature are strongly encouraged.
- Collaborations can be a combination of students, faculty and staff or collaborations among organizations.
- Preference will be given to proposals that exhibit a need for assistance with costs related to a speaker or program content vs. food and refreshments.

Instructions

Please submit your proposal online webpage least one month before the proposed event. The event should also be entered via the Event Registration Process. For more information on the Event Registration Process, visit the ODOS website.

All proposals should include the following:

- A brief description of the program and how it relates to this year's Communal Principle
  - If you've done a similar program in the past, please include a brief overview of the attendance; impact your program had on participants, and any feedback obtained.
  - What do you hope that the campus community will gain from participation?

- Detailed budget including other sources of funding support
  - Submit your event budget including all logistics and required resources (A/V equipment, printing, transportation etc.), quotations from suppliers and catering costs (if applicable).
  - Have you sought co-sponsorship with other campus departments, programs and student organizations?
  - Have you received any sponsorship (cash or donation) and/or funding commitments? Please include the sources and amounts received as part of your budget.

Submission Deadlines

Grant proposals should be submitted well in advance of your proposed event or program date to facilitate review and processing. Please review the deadlines below carefully to ensure that your proposal for grant-funding is received by the CPP Committee at least two (2) weeks before your event.

- **Fall Semester 2014**
  - **Sept. 12** for events through Oct. 25
  - **Oct. 3** for events through Nov. 15
  - **Oct. 31** for events through Dec. 13

- **Spring Semester 2015**
  - **Jan. 19** for events through Feb. 28
  - **Feb. 13** for events through Mar. 28
  - **Mar. 6** for events through Apr. 25

*You will be notified of the final decision of the CPP Committee within two (2) weeks of stated deadlines.*