

# Request for Proposals: Summer Events & Entertainment Grant

## Proposals Due May 1, 2024

UC Santa Barbara Summer Sessions is pleased to announce that funding is available to support departments and organizations interested in developing community-oriented events and programming during Summer Quarter 2024. The Summer Events & Entertainment Grant (formerly the Culture & Community Grant Program) aims to support unique and creative extracurricular offerings that foster a sense of connection among the campus community during the summer months. Preference will be given to events and programs that are broadly inclusive, and likely to positively impact the greatest number of students, staff, faculty, and community members. Examples of proposals that might be funded include: concerts, performances, films, or exhibits devoted to an in-depth exploration of a topic or experience; a public lecture series featuring scholarly experts speaking to a trending topic; or Scholar-in-Residence or Artist-in-Residence programs, in which a visiting scholar or artist might give a public demonstration, exhibition, and/or performance.

## Who may apply?

We invite proposals from: UCSB student organizations, faculty, and staff in any department, division, or unit on campus. Applicants must be able to demonstrate that they have the support of their department/division to execute on their proposal, if funded.

## For what purpose?

Summer Events and Entertainment Grants provide financial resources and marketing support to help members of the campus community offer extracurricular, community-oriented experiences that enhance and supplement academic experiences during the summer term.

Proposed programming must occur during Summer Quarter (June 24 – September 14, 2024), though funding can be used to support planning and preparation that happens prior to the Summer term. Equipment purchases will not be funded. Grant funds may be used for:

- Staff or technical support for the development, implementation, or execution of the event or program.
- Student or staff assistant salaries for those essential to planning and execution of the event or program.
- UCSB faculty stipends up to \$1,000 in partial recognition of work over and above normal responsibilities.
- Supplies needed to develop and/or offer the summer event or program.
- Travel and/or per diem expenses, and salaries or stipends for lecturers, performers, artists, or scholars-in-residence involved in the event or program.

## Level of Support

Applicants may request a maximum of \$10,000. Total funding for the Summer Events & Entertainment Grant Program is limited to \$75,000. Because we anticipate submission of more proposals than can be funded, applicants

requesting an amount close to \$10,000 should consider including a viable program and budget alternative in the event that full funding for their proposal is not supported by the review committee.

## How to Apply

In your proposal, please address the following in two pages or less:

- Provide an overview of your proposed event or program.
- Identify your anticipated audience, and how your proposed event or program might impact them.
- Identify any special classroom, audio-visual, or other requirements.
- Briefly describe the timeline for planning and implementation of the proposed event or program.
- Briefly describe the timeline for advertising the proposed event or program. The timeline should demonstrate intent to spread the word in a timely manner through a multi-channel approach.
- Explain how you will evaluate and assess the quality and impact of your event or program.
- Provide the names and contact details of the project lead(s) who will coordinate the event or program should funding be approved.

Additionally, please attach the following:

- Itemized budget, including any department, unit, and/or divisional support (financial, staff, etc.) available to support the proposed project, if any.
- Letter of support from department chair, unit control point or equivalent. If your proposal involves multiple departments or units, a letter of support will be needed from all participating entities.

## Criteria for Review

Proposals will be reviewed by an ad hoc committee of staff, faculty and students who will consider:

- Feasibility of the event or program, along with clarity of the articulated goals for the project.
- Potential to provide entertainment and enrichment to summer students and the campus community.
- Commitment of the stakeholders to the success of the project.

## Proposal Submission

Proposals must be submitted via email to a secure Box folder. Attach your full proposal to an email addressed to: [2024\\_Su.ny81f8twl0a09w5j@u.box.com](mailto:2024_Su.ny81f8twl0a09w5j@u.box.com). Please ensure that attachments are titled using the convention "Project Name\_Last Name". For example, "Summer Concert Series\_Smith". Do not include content in the body of the message, as only attachments will be uploaded.