

## Cultural Engagement Center Advisory Committee (CECAC) Grant Request

**In keeping with its mission** – *The Cultural Engagement Center (CEC) has formed the Cultural Engagement Center Advisory Committee (CECAC) at MLC to support learning and service opportunities that enhance cultural awareness and promote cultural competency among the MLC family by promoting experiences both on and off campus and by providing financial assistance. – the CECAC will consider grant requests that*

1. Include both a *service* component and a *culture* component

AND

2. Will be used to enhance cultural awareness and promote cultural competency within the MLC family.

### General guidelines:

- MLC faculty or students may request up to \$500 toward an experience or project that satisfies points 1 and 2 above. Please keep in mind that the service component may happen after the experience or project is completed.
- The request is received at least two weeks before the funding is needed.
- MLC students must provide a recommendation from an MLC faculty member.
- Both students and faculty must turn in receipts for the requested funding.
- Requests made for projects or experiences that result in credit being awarded will not be considered, with the possible exception of an Early Field Experience (EFE/IFE).
- The experience or project may be used to satisfy the EFE/IFE graduation requirement, yet must have cross-cultural and service components in addition to the EFE/IFE requirement.
- MLC students can receive grants for trips that may take place after graduation.
- Grants exceeding \$500 may be awarded when the standards for grant requests are met, and the trip is for an extended period of time (e.g., an academic year).

### Suggestions for using the experience or project to enhance cultural awareness and promote cultural competency within the MLC family:

- A typed reaction content for social media<sup>1</sup> publication
- A presentation to a class, group, or the faculty
- A journal shared with a professor or a group
- A website contribution
- A video to distribute on campus or on social media (see footnote)
- Be creative!

### CECAC Checklist:

- |                                                                                                   |       |     |       |    |
|---------------------------------------------------------------------------------------------------|-------|-----|-------|----|
| 1. Project description received prior to project start date:                                      | _____ | YES | _____ | NO |
| 2. Objectives are clear:                                                                          | _____ | YES | _____ | NO |
| 3. A planned follow-up activity                                                                   | _____ | YES | _____ | NO |
| 4. Scheduled a date for the follow-up activity                                                    | _____ | YES | _____ | NO |
| 5. Faculty recommendation received                                                                | _____ | YES | _____ | NO |
| Email completed Grant Request to <a href="mailto:schaeffm@mlc-wels.edu">schaeffm@mlc-wels.edu</a> | _____ | YES | _____ | NO |

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<sup>1</sup> Social media follow up activities will need to be coordinated with the Cultural Engagement Center before posting.

## Cultural Engagement Center Advisory Committee (CECAC) Grant Request

|                  |  |                   |    |
|------------------|--|-------------------|----|
| Full Legal Name: |  | Amount Requested: | \$ |
|------------------|--|-------------------|----|

|                   |            |        |  |
|-------------------|------------|--------|--|
| Application Date: | 00/00/2000 | Email: |  |
|-------------------|------------|--------|--|

**Brief description of the project or experience (include the service component and culture component):**

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|                |  |
|----------------|--|
| Project Dates: |  |
|----------------|--|

**Detailed project objectives:**

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**Describe how you will use the project or experience to enhance cultural awareness and promote cultural competency within the MLC family. Schedule your follow-up activity completion date with the Cultural Engagement Center Director. Share the details for the follow-up activity:**

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|                                               |  |
|-----------------------------------------------|--|
| Scheduled Follow-up Activity Completion Date: |  |
|-----------------------------------------------|--|

**Total estimated project cost:**

**Additional funding requested/received from other group(s) or organization(s):**

**Faculty recommendation:**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print name)

**PLEASE NOTE!** – by signing here as a faculty member, you agree that the application meets the general guidelines.