

## **International Center Grant Fund: Supporting International Student Voices, Interests and Needs**

### **Background**

# **INTERNATIONAL CENTER GRANT FUND**

*Supporting International Student Voices, Interests, and Needs*



*Recognized Student  
Organizations & University  
Departments are welcome to  
apply!*

**Apply at least 14  
days prior to your  
proposed event!**



There are over 7,000 International students at the University of Michigan representing over 120 countries around the world. The International Center offers a grant opportunity to help student organizations and University departments recognize the diversity of the international student population through special events and programming.

We are looking to fund creative programming that will address the following goals:

1. To elevate the voices of the international student population at the University of Michigan.
2. To provide programming to support international students.
3. To hold events or offer initiatives of particular interest to the international student population, at large or subsets of it (cultural, vocational, etc).

Two grant categories will be offered:

- Recognized Student Organizations (RSO)
- Departments (Faculty/Staff)

Grants amounts will vary based on the submitted budget and the availability of funds.

*Please see the Application and Eligibility sections below to learn about changes to the IC Grant in light of COVID-19. Please note that since the situation with COVID-19 continues to evolve, the information below is subject to change at any time.*

## **Application Process**

Proposals for the International Center Grant will include the following information that will be submitted via a Google Form:

- Title, date, time, location (in-person or virtual), and description of your proposed event.
  - For in-person events, we ask that you describe how your event will be in compliance with University of Michigan COVID-19 guidelines and policies, as well as what your contingency plans are, should in-person no longer be feasible at the time of your event.
- Description of the learning objectives of your event and how they match the goals of this grant program.
  - Applicants should clearly explain how their proposed event aligns with the above mentioned goals of the IC Grant program.
- The number of students you expect to participate and how you plan to advertise it.
- If seeking funding to support pre-existing events or programming, describe how the funding would enhance the event this year.
- A complete itemized budget sheet ([click here for template](#) [1]) that clearly outlines the expenses involved in putting on the event, and how much money you're requesting.

During the review process, committee members may reach out to request additional information about your proposed event or initiative.

## **Eligibility**

### **Recognized Student Organization Grant**

Grants are available to student organizations at the University of Michigan to host events or initiatives that celebrate and/or provide support to the international student population. Grants can be used to support events, initiatives, or to enhance pre-existing programming.

*Eligibility:*

- Grants are available to [Recognized Student Organizations \(RSO\)](#) [2] with active University Fund Accounts through the Student Organization Account Services (SOAS) who are in good standing and in compliance with the Standards of Conduct for Recognized Student Organizations. This includes both sponsored and voluntary student organizations.
- Proposed program/event must take place during the current academic year.
- Proposed program/event must adhere to the University of Michigan COVID-19 guidelines and policies as outlined in the [Campus Maize and Blueprint](#) [3].
- Student organizations should review event planning guidelines as outlined by the Center for Campus Involvement on the [COVID-19 and Fall 2021 | Best Practices and FAQs for Student Orgs page](#) [4].

*Payment Method:*

- Transfer to SOAS account

[Student Organizations Apply Here](#) [5]

## **Department Grant**

Grants are available to University of Michigan departments to help cover costs associated with hosting events/programs designed to support international student voices, interests and needs. Grants can be used to support events, initiatives, or to enhance pre-existing programming, and can either be faculty/staff- or student-led.

*Eligibility:*

- University of Michigan departments are eligible to apply for this funding.
- Proposed program/event must take place during the current academic year.
- Proposed program/event must adhere to the [3]University of Michigan COVID-19 guidelines and policies as outlined in the [Campus Maize and Blueprint](#) [3].

*Payment Method:*

- Transfer to department shortcode

[University Departments Apply Here](#) [6]

## **Grant Amount Guidelines**

- Per Semester: \$2,500 Max, per Student Organization or Department
- Per Academic Year: \$5,000 Max, per Student Organization or Department

## **Examples of what this grant can fund:**

- Event supplies
- Marketing
- The cost of room reservations and A/V

- Foods that comply with building policies (M-Dining and preferred vendors)

### **Funding will not be given to support:**

- Events that do not comply with the University of Michigan COVID-19 safety regulations
- Events with a political agenda
- Religious services (educational programs centered on religion and spirituality are permitted)
- Events at which alcohol or other drugs are present
- Events taking place outside of the state of Michigan (virtual events hosted by a student outside of the state of Michigan, but within the United States, will be considered)
- Events that do not clearly align with the stated goals of the IC Grant Fund

### **Selection Process**

A selection committee will review proposals and award funding.

### **Grant Terms and Conditions**

- Grant recipients must complete a Post-Event Reflection Survey within 30 days, which asks recipients to report on attendance, upload two photos/screenshots from the event, and share reflections on how the event went.
- Funding must be used for the event that it was requested for and during the term for which it was requested. The International Center understands that COVID-19 may impact how the funding is being used. Please contact [icgrantfund@umich.edu](mailto:icgrantfund@umich.edu) [7] should there be any deviations in your spending plans from what was originally requested.
- Under no circumstances may these funds be used to support any activity prohibited by University policy.
- Grant recipients should maintain invoices and receipts through the end of the academic year. You may be asked to provide this documentation to the International Center.
- Grant recipients may be asked to return unspent funds.
- Recipients must agree to forfeit funding should the event not take place.

### **Dates**

The application will open on Friday, September 17, 2021. During the 2021-2022 grant cycle, the IC Grant will be distributed on a rolling basis until funds are depleted. Organizations and departments should apply **at least 14 days** in advance of their event (The earlier, the better).

Application decisions will be made within 14 days after submission of your application. Note that once a decision is made, the process of transferring funds is not immediate and can sometimes take several days. For this reason, we encourage departments and student organizations to submit applications well in advance of any proposed events.

### **Contact**

The International Center is happy to answer questions with regard to eligibility and how to prepare a strong application. Please contact [icgrantfund@umich.edu](mailto:icgrantfund@umich.edu) [7] to reach an International Center staff member. Student organizations are also encouraged to consult with the [Center for Campus Involvement](#) [8] about event planning recommendations during the pandemic.

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**Source URL:** <https://internationalcenter.umich.edu/resources/grant-fund>

**Links**

[1] [https://docs.google.com/document/d/1Z911kOVohVp\\_7ucKfvjSr7vhXqMNEs937YQoMu0Ksxx/edit?usp=sharing](https://docs.google.com/document/d/1Z911kOVohVp_7ucKfvjSr7vhXqMNEs937YQoMu0Ksxx/edit?usp=sharing)

[2] <https://campusinvolvement.umich.edu/content/definitions>

[3] <https://campusblueprint.umich.edu/>

[4] <https://campusinvolvement.umich.edu/rsocovidbestpractices>

[5] [https://docs.google.com/forms/d/e/1FAIpQLSfPcvjmBUnHbsyvufldMmGPXcUGNBpk18VDE5VuphStw\\_xE\\_g/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSfPcvjmBUnHbsyvufldMmGPXcUGNBpk18VDE5VuphStw_xE_g/viewform?usp=sf_link)

[6] [https://docs.google.com/forms/d/e/1FAIpQLScqYz5-OOBbl-0HqClm0EQgLHO\\_2GnlGzWKDBxb6s6W7dZKw/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLScqYz5-OOBbl-0HqClm0EQgLHO_2GnlGzWKDBxb6s6W7dZKw/viewform?usp=sf_link)

[7] <mailto:icgrantfund@umich.edu>

[8] <https://campusinvolvement.umich.edu/>