



2009-2010
Montana Campus Compact
Campus Corps AmeriCorps Program

Training Ground Grant Call for Proposals

Grant Guidelines and Application Process

The Campus Corps Training Ground Grant is a competitive program for campuses to support training and citizenship development for their student Campus Corps members.* Campus Corps service-learning members receive most of their required citizenship development from their credit-bearing coursework and the Training Ground funds were developed to supplement this training, and to develop local training opportunities to enhance members' service experiences. All participating campuses and partnering departments are eligible to apply, and grant applications are due October 30, 2009.

**"Member" is the AmeriCorps terminology for participant*

Campus Corps Training Ground Grants are available for the purpose of increasing opportunities for training and citizenship development for Campus Corps members. Funds are to be used to sponsor workshops, conferences, and training events hosted locally, and may be applied to existing events relevant to the Campus Corps program. Campuses may use this grant to bring in outside facilitators for training, or may choose to host an event that highlights the expertise of staff and faculty at the local campus. Funds may also be used to collaborate with other MTCC network campuses to host regional or content-specific member training events.

Grant Guidelines

- Training Ground Grants will be competitively awarded to MTCC campuses located throughout the state of Montana, up to \$800 per campus per year.
- The event/training should be open to all current Campus Corps members.
- Funds may be used only for items approved in the submitted budget (see below) unless authorization for changes is granted by MTCC network office staff.
- Applications should be submitted by the local contact designated as Technical Representative in the Campus Corps grant. (Note: this includes events that will be hosted by an academic department or off-campus community partner.)
- Upon completion of the training or event, grantees must submit a final report including, but not limited to, copies of training materials, attendance numbers, and aggregated evaluation data.
- Applications are due by October 30, 2009.

2009-2010 Training Ground Grant Application

Campus Corps AmeriCorps Program

Follow the Grant Guidelines & Application Submission instructions to complete application.

1. Project Information

Name of Event: _____

Event Dates: _____ (start date) _____ (end date)

Event Location: _____ (name of place)

_____ (address)

_____ (address)

_____ (city/state/zip)

Purpose of Event: _____

Expected # of Total Participants: _____

How many of these will be Campus Corps Members?: _____

Describe how this event will benefit Campus Corps Members: _____

Campus Corps Funding Request: \$ _____ Total cost of Event: \$ _____

2. Applicant Information

Campus Corps Technical Representative: _____

Department or Host Office: _____

Phone: _____ Fax: _____ Email: _____

3. Training Budget and Financial Information

Personnel Provide the names and titles of key personnel who will help with implementation of training event.

Consultant Fees Include payments for professional trainers.

Name	Description of training provided	Total
		\$
		\$
	Subtotal Consultant Fees	\$

Fees for Logistics Include room reservations, catering, etc.

Company Name	Description of service	Total
		\$
		\$
		\$
	Subtotal Logistics	\$

Supplies and Materials

Materials needed	Description of how materials will be used	Total
		\$
		\$
		\$
	Subtotal Supplies and Materials	\$

Other (specify)

Item	Description of its relevance to training	Total
		\$
		\$
		\$
	Subtotal Other	\$

Budget Summary

Category	Total
Personnel	\$
Consultant Fees	\$
Logistics	\$
Supplies and Materials	\$
Other	\$
Total Training Costs	\$

4. Timeline for Training

Summarize how you will plan and implement this training including deadlines for marketing, setting up the venue, setting up speakers, registration, etc.

5. Explanation of Evaluation Process

Explain the process/method and tools you will use to evaluate this training. Attach evaluation forms and other materials.

6. Signature of Applicant

Signature: _____ Date: _____

Application Checklist

- Application
- Detailed budget
- Timeline for training completion
- Explanation of evaluation process

Application Submission

Mail or email completed applications to:

Campus Corps Training Ground Grants
c/o The Montana Campus Compact
302 University Hall
Missoula, MT 59812