



**Spring-Summer 2010
Montana Campus Compact
Campus Corps AmeriCorps Program**

NOTIFICE OF FUNDS AVAILABLE: Training Ground

Grant Guidelines and Application Process

The Campus Corps Training Ground Grant is a competitive grant awarded to campuses to support training and citizenship development for their student Campus Corps members. Most Campus Corps members receive their required citizenship development through credit-bearing coursework, as part of a service-learning activity. Training Ground was developed to supplement these curricular activities and to develop local training and reflection opportunities to enhance members' service experiences. All participating campuses and partnering departments are eligible to apply.

Grant Application Deadline: **March 26, 2010.**

Training Ground Grants are available for the purpose of increasing opportunities for 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 granted funds to bring in outside facilitators for content-specific training, or may choose to host an event that highlights the expertise of staff and faculty at the local campus. Grants may also be used to support collaboration between MTCC network campuses to host regional training events for Campus Corps members.

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 only be used for items approved in the submitted budget (see below) unless authorization for changes is granted by MTCC network office staff.
- Applications may be submitted by anyone involved with administering the program at the local campus (i.e., coordinators, administrators or departmental/faculty partners).
- Applications must include formal support from the academic department(s) or faculty affiliated with the proposed training or event.
- 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 March 26, 2010.

Spring-Summer 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 develop citizenship among Campus Corps Members:

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

2. Applicant Information

Campus Corps Coordinator: _____

Department or Host Office: _____

Phone: _____ Fax: _____ Email: _____

Academic Department/Faculty Partner: _____

Faculty Partner's Signature: _____

3. Training Budget and Financial Information

Personnel: Provide names and titles of key personnel who will assist with the event.

Name	Title

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
Consultant Fees	\$
Fees for 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, prepping 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 Campus Corps Coordinator

Signature: _____ Date: _____

Application Checklist

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

Application Submission

Mail (or scan and [email](#)) completed applications to:

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