Global Badger Experience Grant Application Form: 2018-2019 - STANDARD APPLICATION

Momoko SATO - Tue, Jan 8, 2019 3:34 PM CST
International Student Services

Contact Information   ⌃

What is the name of your organization?

Badger World Explorers

Is your organization a Registered Student Organization (RSO) at UW-Madison? (Not sure? Check the Organization Directory)

Yes

Full name of the primary contact for this application:

Bucky XXXXX

Primary contact phone number:

XXX-XXX-XXXX

Primary contact email address:

xxxxxxx@wisc.edu

Full name of the secondary contact for this application:

Badger XXXXX

Secondary contact phone number:

XXX-XXX-XXXX

Secondary contact email address:

xxxxxxx@wisc.edu

Event Details and Accessibility ⌃

What is the official name of your event?

2018 Worldwide Travel Resource Fair

Are you cohosting this event with another Registered Student Organization(s)? The cohosting RSO(s) need to take a vital role in organizing, managing, and/or marketing the event. A simple collaboration does not count.

No

Event type:

Other (Please indicate in the text box below) - Resource Fair

Event start date:

December 7th 2018

Event end date:

December 7th 2018

Event start time:

8:00 PM

Event end time:

9:00 PM

Where will your event be held? Please provide all information, for example: building(s), room number(s), etc.

Memorial Union, Tripp Commons (2nd floor)

Is the location of the event confirmed and approved by all relevant authorities? For example, has permission been granted by Campus Event Services, Wisconsin Union, the Athletics Department, the Multicultural Student Center, University Housing, etc.?

Yes

I confirm that this event will not generate profit for our organization.

Yes

I confirm that this event will be free of charge and open to all UW-Madison students

Yes

Is your event open to the general public? (Non UW-Madison students, staff, faculty)

No

Has your organization held this event before?

No, we have not held this event before.

If this event was held in the past or this is a modification of a previously-held event, has your organization applied for GBE Grant when you held it last time? If you answer Yes, please also write down the semester in which the event was held.

No

How many total attendees are expected at this event? (Reminder: This should be a realistic expectation, not necessarily an ideal/goal).

60-70

If this event was held in the past, how many people attended on average? (Reminder: Please be honest

about the information you provide).

> N/A

If your event is open to the general public (non-UW Madison participants), how many attendees are expected from the student body and the public, respectively?

> N/A

Please see the document Planning an Accessible Event on the following webpage of the McBurney Disability Resource Center: https://mcburney.wisc.edu/guides/planning-an-accessible-event/ Will your event be accessible so that it allows for all UW-Madison students to attend and learn? What steps will you take to make your event accessible? (For example: providing accommodation, wheelchairs, sign languages)Word count: 100 - 200

> We will hold the events at Memorial Union where has wheelchair friendly facilities. We will also provide special care to disabled people upon request. For example, we will provide a link when we are publicizing our event on social media. The link will include the contact information of the people in charge, such as their emails and phone numbers. In addition, we will provide a designated personnel at the main door to greet people, especially disabled people. We will definitely provide everything we can get for him/her and do our best to make his/hers experience at the event pleasant and safe.

You will be asked to include an accessibility tagline on all publicity for the event so that students who would like to request accommodation can do so with advance notice. For assistance writing an accessibility tagline for your event publicity, please see the document Accessibility Taglines for Events at the following page of the McBurney Disability Resource Center's website: https://mcburney.wisc.edu/resources/accessibility-taglines-for-events/ Please write down your accommodation statement that will appear on your promotional materials

> If you need an accommodation to attend this event or have special dietary needs, please contact Bucky XXXXXX at XXX-XXXX-XXXX or xxxxxxx@wisc.edu.

Planning Process Details ︿

Please describe your event. What will it consist of? What are your goals? Why are you holding this event? Word count: 200 - 300

This is a free event that is open to all UW Madison students in the format of a fair. This fair will provide the opportunities to 1) meet and make new friends from other countries, 2) to discover the world and learn about different cultures through authentic food and experienced travelers. There will be tables representing different countries (organized by continents) at the fair to introduce students about the cultures, food, and travel resources of different countries. We will also have tables for fun games at the fair so students will have fun while learning about different countries. In the booklets, a list of fun fact questions about each country will be included. People need to go to the country tables and talk to the representatives to get the answers. After they collect right answers for 4 countries, they can get the egg tarts and the spaghetti. After they get answers to another 2 questions, they can get another dish between the South African chicken and the meatballs. Also, the tables where people eat the food will be set up around the country tables. Therefore, they will have a chance to talk to the representatives for the countries while they are eating food. Food: We chose the food listed for following reasons: 1. We try to provide food as diverse as possible, which means that food chosen is from around the world. (From different continents) 2. By doing this, participants will be able to taste the authentic food and understand the cultures better since we will provide the background information in the booklets. Also, we will offer recipes and they can make food by themselves at home as well. 3. The Union has made the food listed before successfully. Therefore, it would be easier for the Union to prepare the food. Background information about the food: 1.The egg tart is a kind of custard tart found in Macau, Hong Kong, China, Taiwan, Portugal, Brazil, Britain, and various Asian countries. The dish consists of an outer pastry crust and is filled with egg custard and baked. 2.Spaghetti is one of the most loved foods in Filipino cuisine. Unlike Italian spaghetti, Filipino spaghetti runs on the sweet side because of added sugar. 3. Norweigian meatballs:These meatballs are a favorite in Norway. On May 17, Norwegian Independence Day, many people serve them with a mashed rutabaga and potato dish. So this recipe is both delicious and very traditional. 4. South African Chicken: This aromatic South African food consists of chicken simmered in gravy seasoned with garamasla, finely chopped onions and tomatoes, curry leaves and coriander.

How will this event benefit and/or allow for the full inclusion of international students? Word count: 200 -300

> Badger World Explorers is an international organization affiliated by ISS. We have a large group of audience, both U.S. based and international. By holding such an event, we will promote the connections between UW-Madison students and other parts of the world. We will select native people from different parts of the the world, inviting them to talk about their own opinions towards travel and share their unique experience through a local perspective. We will help enhance the diversity of the UW-Madison campus by introducing students to a larger world.

What is your marketing plan? How do you plan on publicizing this event to achieve your attendance goals? (Example: social media, campus newspaper, poster, flyer, chalking, etc.)Please note that ISS offers free advertisement through the weekly and bi-monthly email newsletter. Please contact iss.comm@studentlife.wisc.edu for more information.Write down your marketing timeline, starting at least two weeks before your event. Word count: 200 -300

> First of all, we will send emails to every member who in our email list two weeks before the event. Second, we will post our event information on all our social media including Facebook, Instagram, and our own Wechat public account two weeks before the event. We also have contacted CUSA and CSSA to help us to promote our event. In addition, we will apply in-dorm posters spots and send our posters about the event to campus dorms to attract more students to come two weeks before. Lastly, we will contact Chinese students' organization to publicize this speaking event 1 week before. We, as an ISS-affiliated organization, would also contact ISS to help us promote this event. We will also send out a email on the day of the event.

How will your event achieve at least one of the following two Global Badger Experience Grant Objectives? Objective 1) Global Engagement and Cultural Understanding. Applicants must demonstrate educational components with clear learning goals, and with the aim of expanding attendees' cultural knowledge, introducing new perspectives, and/or fostering intercultural dialogue. Examples of ways RSOs can meet this criterion include: presentations, performances and/or demonstrations with explanation as to the activity's cultural significance, introducing attendees to culturally relevant cuisine with explanation of ingredients and cultural significance, film screenings, intercultural discussions, workshops, and more. Events without clear learning components will not be considered. Objective 2) Development of

International Community. The event aims to establish cross-cultural connections among students of various backgrounds through a variety of educational programs, for example, workshops, discussions, and community-building activities. Applicants must indicate concrete strategies for guided interactions and provide detailed descriptions of: How a GBE Grant-funded event will actively engage multicultural students in building an international community and creating a more inclusive campus. How the event supports multidirectional intercultural learning. The focus must be on the exchange of information and multidirectional learning. How the funded event will encourage this learning and interpersonal interaction to continue after the event is over. The presence of students from different ethnic, national, and/or cultural backgrounds at an event in and of itself does not constitute a focus on international community development. Examples include: Navigating cross-cultural discussions, facilitating icebreaker activities that allow students from different backgrounds to meet each other, intentionally creating diverse teams of students to participate in games or athletic events, etc. The GBE Grant Review Committee will look for a thoughtful explanation for how requested funds would be used to address the above-listed points, and encourages RSOs to collaborate with each other. Word count: 300 - 400

> We will achieve the first goal perfectly because we will publicize all information the culture from different countries in the world. Students who come to the event would learn more about other cultures. It will bring more people together and enhance the global engagement. Also, by encouraging people to travel around the world, we can be more inclusive about other cultures and enhance our understanding of the globalization. We will also achieve the second goal in particular. First, in our event, there will be plenty of people coming from all over the world to learn and communicate. Not only will be able to talk with one another and to know more about their culture, but also we will be able to see the world and the world's cultures from their point of view. Second, the GBE-Grant-funded event will help us to gather more people from all around campus and form a united international community and build life-long friendships with one another. By doing so, we believe that we can create a more inclusive campus and bring as many people as we can in our community. Lastly, after our event, people will know each other and become friends with one another, therefore, they will continue to contact each other even after the event. To ensure everyone get a chance to make friends, we will intentionally creating teams with people with different backgrounds.

Please provide a brief timeline for your event. For example: 5:00 p.m. - Event set-up 6:00 p.m. - Check-in table opens 6:15 p.m. - Food arrives 6:20 p.m. - Welcoming remarks 6:45 p.m. - Presentations begin 7:45 p.m. - Closing remarks 8:00 p.m. - Clean-up

> 8:00 – 8:15pm Introduction and Ice Breaking game 8:15 – 9:30pm Breakout Sessions

Request Amounts and ASM Eligibility ⌃

What is the total amount of funds requested for this event from the Global Badger Experience Grant?

$1063

Please check all of the categories for which you would like to receive funding from the Global Badger Experience Grant. Please also enter the requested dollar amount for each category you chose.

Food - 662

Printing - 307

Event Supplies - 94

Please Upload a SINGLE document (in Word or Excel) to tell us more about the items you are applying for. Your document should list vendor, vendor contact/link, unit price of each item, number of each item, and the total price of each item in the following formate.For Example: FoodVendor: Wisconsin Union Catering Vendor Contact: (608) 262-2511/events@union.wisc.eduItems: 1. Lemonade $17.95/gallon*4 gallon = $71.8 2. Ian's Cheese Pizza $22.95 each *4 = $91.8 3. 25 Small 6 Plates $2.60/set *2 = $5.2   Total Amount Requested = $168.8Equipment/Facility Rental Vendor: Play Circle Theater Vendor Contact: (608) 265-3000/email Items: 1. Theater space rental $300*1 = $300 2. Over-time usage $150*1 = $150 3. Stage labor $12/hr*30 hr = 360   4. Light system $200*1 = $200   Total Amount Requested = $1010PrintingVendor: StudentPrintVendor Contact: (608) 262-6216/stuprint@rso.wisc.eduItems: 1. Flyer $0.25*100 = $25 2. Poster $0.5*50 = $25 3. Program $2*100 = $200 4. Additional Cost (cutting, folding, etc) Total:$10   Total Amount Requested = $260Event SuppliesVendor: Amazon   1. Item #1 $20*2 = $40   Link: (specific link to the item)   2. Item #2 $5*2 = $10   Link: (specific link to the item)   Total Amount Requested = $50

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Have you already applied for an ASM Event Grant for this event?

No

If you answered Yes above, please upload your ASM Event Grant submission for this event

n/a

Has your organization received an ASM Event Grant for any OTHER events this semester?

Yes

If you answered Yes above, please upload your ASM Event Grant submission for that specific event

DOWNLOAD FILE

Are you requesting the same amounts of money for the same items from ASM?

No. I am not requesting any money from ASM. My organization has already applied for an ASM Event Grant for another event this semester.

Are you asking for the Global Badger Experience Grant for additional funding over an ASM funding limit? (For example: You are bringing in several performers for a large event. You are not able to pay their honoraria with ASM funds alone, because you have reached the cap set by ASM. Therefore, you need additional funding from the Global Badger Experience Grant to cover all expenses.)

No

What is your total budget for this event? (Total amounts from all funding sources).

$1063

If you will receive funding from any other sources in addition to the Global Badger Experience Grant, please list: Source of funding (Grant, RSO, Department, etc.) Amount from that source Status (approved, denied, pending) If you are on the waitlist for an ASM Event Grant, please also list the items you applied for in your response. For example: Cultural Event Collaboration Grant (WUD Global Connections, $450, Approved)

This event is not receiving any other funding.

Are you requesting funding to pay for transportation, lodging, honorarium, or services for a performer, speaker, entertainer, or trainer?

No

How does your group intend to remain fiscally responsible with this event? What measures are you taking to keep costs reasonable for this event? Word count: 200 - 300

We will book the number of food appropriately based on the number of people who will come. We will finish all the food and not throwing them away. We will print the posters all in regular size instead of more expensive, bigger sized posters.

Terms and Conditions ⌃

I confirm that the information given in this form is true, complete and accurate.

Yes

If you agree with the above conditions, type your name in the box below.

Bucky XXXXX