

WMU MLK Celebration Programs and Activities Application

Request for 2009 funding and/or marketing assistance

"Whatever effects one directly, affects all indirectly. I can never be what I ought to be until you are what you ought to be. This is the interrelated structure of reality."—Martin Luther King Jr.

This year's Martin Luther King Jr. celebration is being held from Jan. 12 through Feb. 28, 2009. The theme is "Reclaiming Our Voice: Connecting With the Beloved Community."

Program Organizer (department/organization/individual)

Program Title

Type of Program (workshop, seminar, lecture, etc.)

Program Date (required; please specify)

Program Time (required; please specify)

Program Location (required; applicant must secure room)

Contact Person

Contact's Phone Number

Contact's Preferred E-mail Address

Program Request(s) (please check one):

Funding and Publicity Help _____

Publicity Help Only _____

Description of Funding Requested _____

Program Summary (to be used for publicity; limit 25 words) _____

Program Description (reference the program's purpose, goals and target audience as well as its relevance to the theme of "Reclaiming our Voice:

Connecting with the Beloved Community") _____

Budget (should include a detailed outline of expenditures, including total amount requested and funds from other sources)

Evaluation (required; provide how you plan to evaluate your program)

Applicants requesting funding should consider the following:

- Programs will be funded up to \$150 (except for honorariums, which are funded up to \$125)
- Proposals must contain a detailed budget
 - Accepted programs will be **reimbursed** after the event; receipts must be submitted to receive the reimbursement
- Faculty, staff, students and other program organizers are expected to volunteer their services for the activity
- No marketing or publicity costs will be funded as the planning committee will market all events
- Funding for refreshments, including food and drinks, are excluded from consideration

Completed applications are due by 5 p.m. Friday, Dec. 19, 2008. Incomplete applications will not be processed. Decisions regarding proposed programs and activities will be e-mailed to applicants.

Completed applications should be sent to Lillian Manning in the Office of Diversity and Inclusion by e-mail, lillian.manning@wmich.edu; fax, (269) 387-6312; or campus mail, Mail Stop 5372.

For more information, contact Tony Dennis at tony.dennis@wmich.edu or (269) 387-1247 or Jamesha Quick at jamesha.k.quick@wmich.edu or (269) 532-9709.