

# ***REQUEST FOR PROPOSALS***

## ***CARNAHAN-JACKSON HUMANITIES FUND***

### **Background**

The Carnahan-Jackson Humanities Fund was established by David H. Carnahan and the Carnahan-Jackson Foundation of Jamestown, New York in the Fredonia College Foundation in 1993.

The purpose of the fund is to support events that enrich the cultural life of the college and include some opportunity for community involvement. The funded activities should have their major impact on the campus and in the Chautauqua County - Western New York area.

### **Types of Projects Considered**

Considering the overall goal of cultural enrichment, a variety of activities could be funded within the humanities. Some examples include:

- Visiting artist, scholar, performer
- Artist, poet, or novelist in residence
- Sponsorship of an on-campus event by a touring group or individual
- Matching funds for a larger grant in keeping with Fund objectives
- Students coming to campus to experience an on-campus presentation

It is essential that any activity funded by the Carnahan-Jackson Humanities Fund have a significant element of community involvement, community participation, or public performance. Proposals for activities or events which involve or benefit more than one college constituency i.e., cross disciplinary or benefiting both faculty and students, will be favored over those that do not.

### **Proposals Should Include**

- Purpose of activity proposed
- How the activity will address the specific goals of the Fund
- Firm schedules or specific timetable for events
- Budget (budgets should be realistic and constructed carefully)
- Facilities availability and any associated costs **consult:**
  - Michael E. Lemieux, Director, Campus Life, for the Williams Center
  - Jefferson Westwood, Director of Rockefeller Arts Center
  - Faculty Student Association for College Lodge and/or food services

All proposals should be **no more than three pages** (not including the required cover sheet that is supplied with the rfp).

### **Process**

Proposals should be addressed to the **Carnahan Jackson Humanities Fund Committee, Fredonia College Foundation, 272 Central Avenue by Monday, October 31, 2011** for events proposed for the following three semesters: Spring 2012, Fall 2012, Spring 2013. Supplemental information may be requested after the initial review. Awards will be announced by December 9, 2011.

### **Total Funds Available**

Approximately \$19,000 will be given out in the 2012-2013 series. In the 2011-2012 series, nine grants were awarded ranging from \$1,000- \$4,000.

### **Final Report**

A final report of up to 3 pages including a final budget, participation levels and other outcomes is due no more than six weeks after the completion of the project. All advertising, programs and other materials should acknowledge support by the Fredonia College Foundation's Carnahan-Jackson Humanities Fund. Include samples of programs, posters or other materials with final report. Subsequent proposals will not be considered by the committee unless final reports from previous Carnahan-Jackson Humanities Fund awards have been completed and submitted.

*Committee members appointed by the President include:*

*Karl Boelter, John Kijinski, Barbara Kittle, Janet Knapp, Rich Ryan and Karen West.*

*Faculty and professionals interested in serving are encouraged to contact the President's office.*