Appendix II: Examples of Successful Group Proposal Application Materials

Application

Below are examples of group questions on the application from the Gathering of Nations Powwow proposal that was funded.

Project Description

Provide a detailed description of the proposed project. This includes the purpose of the project, important timelines, organization goals/mission statements, etc. This should include information that provides the Review Committee with evidence of why this project is important for your group to attend. If this is for a capstone or research project, include a summary of your project, and the supervising professor for your capstone or research should complete the recommendation form for this proposal.

GON's Repsonse: *The Northland College Native American Student Association (NASA) is a long-standing organization on campus, which itself is located in the heart of the Anishinaabe (Ojibwe) Nation. The goal of this student organization is to foster appreciation for Native cultures, arts, traditional practices, and history, as well as to encourage greater awareness and understanding of civil liberty issues facing the Native Peoples of our area. Events and workshops are hosted by NASA throughout the academic year (for example, Native American Awareness Days in March and weekly Craft Nights) to facilitate cultural education and to work toward deconstructing and dissolving the indigenous stereotypes rampant throughout the United States. Our activities are an attempt to heal old wounds, commemorate Native history through common understanding and respect, and encourage a union of tribal and non-tribal communities.*

We have always striven to employ local knowledge and resources to their fullest, but there is a limit to the experiences in which we can engage within our locality. Geography serves as the foundation for tribal lifestyles, practices, and culture--differences in landscape translate into variation in values, knowledge, and ultimately world views. The Gathering of Nations (GON) in Albuquerque, NM is renowned as the largest powwow in North America, uniting over 800 tribes in a cooperative and competitive exchange: a learning opportunity unrivalled by any other Native event in the country. The GON hosts a myriad of events, including hand drum, big drum, and dance expositions and contests, traditional and contemporary Native American music and oral history performers, and even the Miss Indian World Pageant. It is important to note that the Native American

Commented [sc1]: This section provides background about the group applying for funding, including their mission. This shows the committee that they are organized and have a clear purpose,.

Commented [sc2]: This section clearly rationalizes why THIS event is important to the individuals and the student organization involved. While it is long, the applicants chose to include a strong background to show how and why this experience was important.

Student Association has been hosting an annual powwow on the Northland campus for nearly 40 years. Designating members of the Association to the GON powwow will impart stronger powwow leadership and organizational competence, which will return to enrich Northland's own powwow.

We plan to visit other culturally significant sites in the Albuquerque area, such as the Petroglyph National Monument (an extensive showcase of ancient carvings and artifacts), the highly-regarded Maxwell Museum of Anthropology, and the Indian Pueblo Culture Center, which offers tours of cliff dwellings and exhibitions of local material history, dances, and contemporary artwork.

The NASA members who are attending this trip are involved with Native cultures and/or are concentrating in Native American Studies. Attending the GON Powwow and exploring the geography and history of Albuquerque will hopefully inspire a paradigm shift in terms of understanding the concept of differences in general, embracing the diversity within a multi-national Native community, and developing a more mature academic discourse to fuel both NASA and our Native American Studies Department.

TIMELINE
SUNDAY, April 21st
- Depart Northland College (Ashland, WI)
- Arrive in Kansas City, MO (approximately halfway to Albuquerque), check into lodging @ Super 8 Hotel (airport)

MONDAY, April 22nd
- Depart Super 8 lodging in Kansas City, MO
- Arrive in Albuquerque, NM, check-in @ Hampton Inn & Suites (Coors Rd.)
- Ensure every trip member has personal reflections done for the first couple days of the trip; share and discuss these reflections.
(Timeline continued with all days of the trip proposed)

Budget Request and Rationale:
Please provide a written rationale for each aspect of your budget. Address each item you are requesting funding for and why it is necessary for the success of your project.

Travel:
-12-passenger van requested. Six students and two faculty members are taking this trip, and as it is a multi-hour drive we will need a van that can provide an adequate amount of space for comfort and as baggage.
-After researching the costs of travelling to New Mexico by a few different methods (plane, train, and van), we found simply driving is the least expensive way to go. (See appendix h,i)

Lodging:

- As we only have two qualified drivers on our trip, the drive down to New Mexico was split into two parts to "ease their load". This requires one extra night (with two rooms) of lodging. Kansas City, MO was chosen as our rest area because it is nearly halfway between Ashland and Albuquerque. (see appendix a, h, i)
- Lodging in the Hampton Inn in Albuquerque was chosen as it was relatively inexpensive and close to the powwow arena. Two rooms are needed for six nights. All lodging prices reflected in the budget are the amount of two rooms combined per night. (appendix b)

Food
-This is an eight-day trip with six students. We are requesting six lunches, seven dinners, and one "camp" meal to be used on the road per student. Funding for breakfast is not being requested as the lodging provides continental breakfast.

All additional food and any souvenirs will be bought with attendee's own money. Each attendee will contribute $50.00.

Budget

We have provided an Excel document with set Parsonage Fund rates and formulas for your budget information. There are 3 sections in the Excel file (Supplies, Fees & Membership; Travel; Summary). Fill out each section, listing all of your expenses for the project. Include costs you are covering personally, or through other sources.

Within the budget, there are a variety of formulas already embedded. For example, when calculating the costs for meals, you will see the following table:

Meal Costs	# of meals	Cost	Cost
Breakfast	0	$5.00	$0.00
Lunch	0	$8.00	$0.00
Supper	0	$12.00	$0.00
	# of days	Cost	Cost
Camping/Kitchen	0	$10.00	$0.00
Total Food			**$0.00**

By adding a number in the '# of meals' column, the table will automatically total the cost. The formulas will also automatically total the costs at the end of each section, and in the Total Project Costs line under the Summary section.

Meal Costs			
	# of meals	Cost	Cost
Breakfast	0	$5.00	$0.00
Lunch	0	$8.00	$0.00
Supper	0	$12.00	$0.00
	# of days	Cost	Cost
Camping/Kitchen	0	$10.00	$0.00
Total Food			**$0.00**

By adding a number in the '# of meals' column, the table will automatically total the cost. In other sections, such as the flights and misc. expenses, you will need to add up totals. Use these totals in your final budget summary worksheet, which looks like this:

Attempt to capture the total project cost, and then list ALL sources of other funding. For example, if you are volunteering at a conference to reduce the cost of attendance, you would add the total cost of registration to the total, and then add a line subtracting this amount under the other funding section. This allows the committee to see your full contribution to the experience.

Budget Documentation

The best way to submit documentation is by creating one PDF or Word document which contains all budgeted items. It is also acceptable to scan brochures and save them as separate documents. Web links are not acceptable and anything that is unreadable is also not acceptable.

Below is an example from the Gathering of Nations proposal. Documentation was submitted in one PDF document. Each item from the budget was listed separately, and a brief explanation was provided with a screen shot which showed proof of the cost. The source of the information was identified so that the committee could go to the website with questions. Also, each item was labeled with a letter "A, B, C…" and this was referenced in the budget justification information. In addition to the items below, the document included, parking fees and all other items requested in the budget. This was easy to read, thorough, and left no question that the budget requested was the real amount needed for the experience. Here is the example:

a. Mileage from Ashland, WI to Kansas City, MO
   From http://maps.google.com/
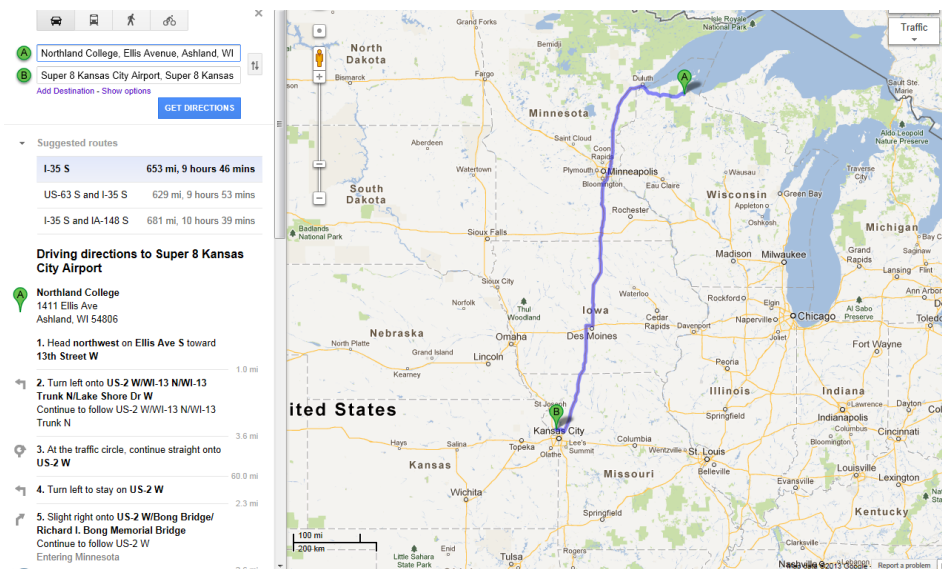
b. Screenshot of Super 8 hotel rate in Kansas City, MO.

c. Gathering of Nations admission rates (advanced tickets), taken from website
http://www.gatheringofnations.com/history/powwow_2013/13_EventTickets.html

more details on date and time of Will Call pick Up. *Tickets/wristbands and Souvenir Book WILL NOT BE MAILED!*

MasterCard or Visa is accepted through our On-Line Secured Ordering Process.
Service fees will be assessed at check out for all online purchases.

◉ **Advance CLUB LEVEL - Balcony Admission:**

NOW AVAILABLE - UNM Arena "The Pit" and Gathering of Nations has for sale limited seating in the **CLUB LEVEL BALCONY** of the Arena.

The advantages of this package is: 1 guaranteed club level seat (Not Box seat), special entrances to the Arena and access to the PowWow Lounge.
Tickets for this package are available **on-line** and at the door, while supply last!
$60.00 (Includes Online Service Fee)
CLICK HERE FOR YOUR CLUB LEVEL SEATS

◉ **Advance Miss Indian World Talent Presentations Admission:**
Thursday, April 25, 2013 .... $14.00 + Online Service Fee
CLICK HERE TO ORDER YOUR ADVANCE MISS INDIAN WORLD PRESENTATIONS
Tickets for the MIW Talent Presentation will also be available at the Hard Rock Hotel & Casino, the day of the show at Will Call.

◉ **Advance ONE Day Admission:**
(No Re-Entry to Powwow, Stage 49 and Indian Traders Market)
Friday, April 26, 2013 .... $17.00 + Online Service Fee
CLICK HERE TO ORDER YOUR ADVANCE FRIDAY ADMISSION

Saturday: April 27, 2013 .... $17.00 + Online Service Fee
CLICK HERE TO ORDER YOUR SATURDAY ADMISSION

◉ **Advance TWO Day Wristband:** *Limited availability*
(Full In & Out Privileges for Powwow, Stage 49, Indian Traders Market)
Friday & Saturday, April 26 & 27, 2013.................................$34.00 + Online Service Fee
CLICK HERE TO ORDER YOUR ADVANCE TWO DAY WRISTBANDS

◉ **Advance 2013 Souvenir Program Book:**
2013 GON Souvenir Program Book..$5.00 + Online Service Fee