Council for the Arts at MIT
Grant interviewer guidelines

Background information:
- Annual budget for grants: $150,000 (includes $10K for Director’s Grants, which are $500 or less)
- Three rounds per academic year
- We fund about 60 applications per year, out of around 75 submissions
- Majority of approved requests receive partial funding

Has the applicant received funding from CAMIT before? If so, ask them to describe the project.

Ask about plans for publicity – here is a handy guide:
http://commtoolkit.mit.edu/resources/offices

Ask about other sources of funding or in-kind contributions. CAMIT does not like to be the sole source of funding – ask the applicant what would happen if CAMIT were to turn the proposal down.

We do not fund:
- Food and beverages or reception costs
- Stipends for the applicant’s own time or work in creating the project
- Events designed as fundraising efforts for other non-profit organizations
- Projects requiring retroactive or concurrent support (projects must occur at least 14 days after the Grants Committee review date)
- Routine curricular activities (such as copying handouts, etc.)

If the applicant is requesting funds for equipment such as video cameras, let him or her know that the Council has cameras available for long or short-term loan at no cost. Or, if CAMIT purchases the equipment, we ask that the applicant return it when the project is completed, to be loaned to subsequent grantees. This might not always be a viable option, however.

Ask about community involvement – how will this project benefit the MIT community?

The priorities of the CAMIT Grants Program are ranked, in this order:
1. Undergraduates
2. Graduate Students
3. Faculty
4. Staff

Tell the applicant about the Council – especially that the grants funding comes from the annual contributions of the members.
Other sources of funding:
http://studentlife.mit.edu/sao/finance/funding

Graduate Student Life Grants
http://odge.mit.edu/community/gslg/
The Graduate Student Life Grants program is a request-for-proposal process inviting graduate students, spouses, faculty, or staff to submit creative, community-building ideas for possible funding. The Grants provide a unique opportunity to enhance graduate student life at the Institute with experiences outside the classroom and lab.

Kelly-Douglas Fund:
http://shass.mit.edu/undergraduate/scholarships/kelly-douglas
Areas of funding: The Fund divides its resources over three areas – see below for student funding:

The I. Austin Kelly III Essay Prizes recognize excellence in humanistic scholarship by MIT undergraduates.

Traveling Fellowships are awarded to MIT undergraduates who intend to pursue HASS-related or humanitarian projects during either IAP or the Summer

Eloranta:
http://web.mit.edu/eloranta/
The planned research project or study may be in any field: science, engineering, the arts, the humanities, or the social sciences. There is no requirement that it be in your major.

It must be student-originated and/or student-directed, and should describe your own plan, not a faculty member's research, nor the continuation of a laboratory's work. The project may be wholly original, or may be one suggested by someone else, but should be pursued in an independent, original or unusual way.

This research project is expected to be a full time summer occupation. It should be possible either to complete the entire work during the summer or at least complete the majority of the work then. Following the summer's work, award recipients will give a public presentation of their projects.

Remember the WOW quotient when preparing your submission, i.e. produce a Well-written, Original, and Workable research proposal that wows the Fellowship Committee.

De Florez Fund:
http://shass.mit.edu/inside/resources/internal/deflorez
What does the Fund fund? The de Florez Fund for Humor was created in 1988 by MIT alumnus Peter de Florez ‘38. Taking its mission from the language of the founding charter, the Fund supports “means of impressing students with the importance of humor in all aspects of life, both personal and business.”

Funded projects are to be “contributions to innocent humor at MIT, including activities that do not involve risk of damage to persons or property, or embarrassment to others.”
The Fund Committee thus welcomes and considers a wide range of proposals—from groups and individuals—to support such projects as: events, performances, films and other creative media works, lectures, workshops, curriculum development, class trips, and even (humorous) scholarly conferences.

All members of the MIT community—students, instructors, and staff—may apply as long as the activities reach a student audience. Student-led undertakings receive preference, as will proposals that show a funding partnership.

**Baker Foundation:**
[http://baker-foundation.scripts.mit.edu/foundation/?page_id=51](http://baker-foundation.scripts.mit.edu/foundation/?page_id=51)
Student groups are encouraged to apply for a grant from the E.M. Baker Foundation for projects, events, or other initiatives that improve the undergraduate experience at MIT.

In preparing your application, please keep in mind our primary criteria for evaluating proposals: Goals of the project (how realistic are they?); long term impact and vision; sustainability; number of people affected; creativity of project; other sources of funding.

Please note: The Baker Foundation seeks to fund new projects or events, or events that have undergone substantial changes. We do not provide annual funding for projects or events.

**Undergraduate Association (UA)**
[http://ua.mit.edu/funding/finboard/](http://ua.mit.edu/funding/finboard/)
ASA allocations are available to any recognized student organization. If your group has a majority of undergraduates, approach Finboard for funding.

**GSC Funding Board**
[http://gsc.mit.edu/funding/](http://gsc.mit.edu/funding/)
Association of Student Activities (ASA) allocations are available to any recognized student organization. If your group has a majority of graduate students, approach GSC for funding.

**Club Sports Council**
For student groups that have an instructional or competitive nature, used for league fees, coaches, tournaments, etc.

**LEF/ARCADE**
[http://mit.edu/asa/resources/large-events.html](http://mit.edu/asa/resources/large-events.html)
ASA support for large events held at MIT which are open and advertised for all audiences and are social, not academic, in nature. Events should be for over 150 people with a budget in excess of $2,500. The mission of ARCADE is to fund events that promote interactions and foster good relationships between the different cultural, ethnic, and otherwise diversified branches of the MIT community.

**Medium Event Funding**
The UA and GSC support medium-size events through the MEF funding process. Allocations are provided twice a year for the July-December and January-June periods.

**Student Activities Office (SAO) Supplemental Funding**
[http://studentlife.mit.edu/sao](http://studentlife.mit.edu/sao)
If you have an event idea and you can't fundraise enough to cover your costs, submit an application for SAO Supplemental Funding.
Diversity Program Grant
http://tinyurl.com/a6r9wz5
The Office of Multicultural Programs (OMP) provides funding for cultural events, programs and retreats.

Residential Life: Culture House Funding
In an effort to support residential-sponsored programs for the culture houses that will educate and inform the MIT community, and “promote a campus community that strengthens respect and enriches understanding of the diverse background and cultures of our members”

Weekends@MIT
http://studentlife.mit.edu/weekendmit-funding-request
The Weekends@MIT Fund is available for substance-free living group-sponsored weekend events (Friday evening through Sunday afternoon) with wide campus appeal hosted at an on-campus location outside of the living group's facility

Student Citizenship Event Grants
http://studentlife.mit.edu/student-citizenship-grants
The Office of Student Citizenship offers a grant to support programming which advances the ideals of student citizenship, as expressed in the Mind in Hand book. Visit the Office of Student Citizenship for additional information.

Mad Money Grants
http://studentlife.mit.edu/sao/mad-money/application
Funded by Alumni Challengers for the Senior Gift Campaign, the Alumni Association and Student Activities Office collaborate to provide students with grants for large, unique projects. Contact SAO for further information or apply online.

Public Service Funding
Does your group want to pursue a solution to a real-world problem? Visit the Public Service Center website for more information on public service grants.

Alumni Giving
The MIT Alumni Office can assist MIT Student Groups with having their organization’s information placed on the MIT Giving Site. In order to do this, fill out an Alumni Funding Application and return it to SAO.

Legatum Center
http://legatum.mit.edu/grant
The Legatum Center provides seed grants to fund research, pilot tests, and development of promising for-profit projects in low-income countries. Application opens in the fall for IAP award and in the spring for summer award, please see website for more information.

Committee on Race and Diversity
http://diversity.mit.edu/grants-program
CRD grant proposals are organized along five core themes that are intended to provide a diversity of event options, offer learning opportunities for all those involved, and ensure that the grantees and CRD learn from the experience. Each funding proposal must indicate the core theme to which the activity pertains. A group or office can submit only one proposal per core theme per academic year.