

REQUEST FOR SAF BY-LINE FUNDING

Respectfully Submitted on September 10, 2015

President

Gabriel Polsky '16

Vice President

Robert Hendricks '17

Treasurer

Jon Boccichio '17

Secretary

Olivia Goldring '18

Officers

Christine Liu '17

Joshua Goldstein '17

Adviser

Joyce Muchan '96



a program of the Cornell Public Service Center
community partnership funding board

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Eligibility & Request



Cornell University
Public Service Center

100 Barnes Hall, Ithaca, NY 14853-1601
T 607.255.8851 F 607.255.9550
cpfb@cornell.edu

Dear Members of the Student Assembly:

The Community Partnership Funding Board (CPF) welcomes the opportunity to apply for funds again from the Student Activity Fee. We have been a by-line funded organization for 15 years now, and these past years have been our most successful years yet. We have received record numbers of applications and have funded an amazing array of student-initiated service projects—250 projects in the last 16 years.

In order to better serve the Cornell and Ithaca communities, we are requesting that the Student Assembly maintain our allocation to \$2.00 per student for the next two years. The documents enclosed in this report should provide all the information you require. If any further details are necessary, please do not hesitate to contact us at cpfb@cornell.edu or our individual email addresses below.

Thank you for your time and consideration.

Sincerely Yours,

Gabriel Polsky
CPF President
gjp74@cornell.edu

Joyce Muchan
CPF Advisor
jdm1@cornell.edu

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Summary of Request



Cornell University
Public Service Center

100 Barnes Hall, Ithaca, NY 14853-1601
T 607.255.8851 F 607.255.9550
cpfb@cornell.edu

Dear Members of the Student Assembly:

As the President of the Community Partnership Funding Board (CPFB), I respectfully request Student Activity funding at the level of **\$2.00 per student per year for the 2016-2018 cycle.**

CPFB offers all Cornell Students the opportunity to apply for grants of up to \$2,000 in order to create innovative grassroots community service projects that respond to the pressing student and community needs. All Cornell students may apply for grants, but our **SAF funding goes entirely to the undergraduate-sponsored projects that we support**—no SAF money is used for graduate student projects or for our own overhead. We are proud of our ability to fund as many students' projects as possible and our prudence in devoting all of our by-line funding to community-focused projects.

Receiving a CPFB grant allows **students to combine the skills and knowledge gained in the classroom with skills and knowledge gained through problem solving and work experiences.** Students learn responsibility, how to make decisions wisely and cautiously, how to take initiative, how to prepare a budget, how to lead other students, and how to work together for a common goal.

The thousands of Cornell students who have developed and broadened these skills by participating in CPFB projects have gained valuable experiences. Students who create community service projects work in a setting that allows them to have fun, learn, gain diverse experience, and explore their aspirations. They involve themselves in a field that is familiar to them, while at the same time they are engaging in new and exciting activities. They also gain practical experiences and skills, which will enable them to excel in the classroom and in the work force. An example of such acquired skills would be Horticulture students whose community service projects include non-toxic, easy to maintain gardens for the elderly citizens of Ithaca.

In order to sponsor as many new projects as possible, we only provide one-time seed grants to students; the majority of them go on to receive future support from university departments, the SAFC, or community organizations after they have established themselves using resources. Additionally, **one of our core values is to be as inclusive as possible in soliciting and funding grant applications.** We are proud to report that CPFB funded projects have brought together diverse members of the Cornell community; a review of our descriptions of funded projects

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Summary of Request

(attached) will confirm our commitment to diversity.

CPFEB has become very successful since it received by-line funding, allowing us to sponsor over 250 projects in the last 16 years. Each year, we advertise the availability of the grant through campus organizations and networks, social media, mailing lists, tabling, and ads in the Daily Sun. **Our review process, involving comprehensive interviews with students and their community partners, allows us to identify and ameliorate the most pressing community and student needs.**

Our guidelines help the Board determine which projects will have the highest chance of success and the greatest impact in the relevant communities; at the same time, **it is part of our mission to help students develop their ideas into the best possible fundable projects.** In addition to refining their immediate ideas, applicants learn skills from this process that will help them in future careers and community involvement.

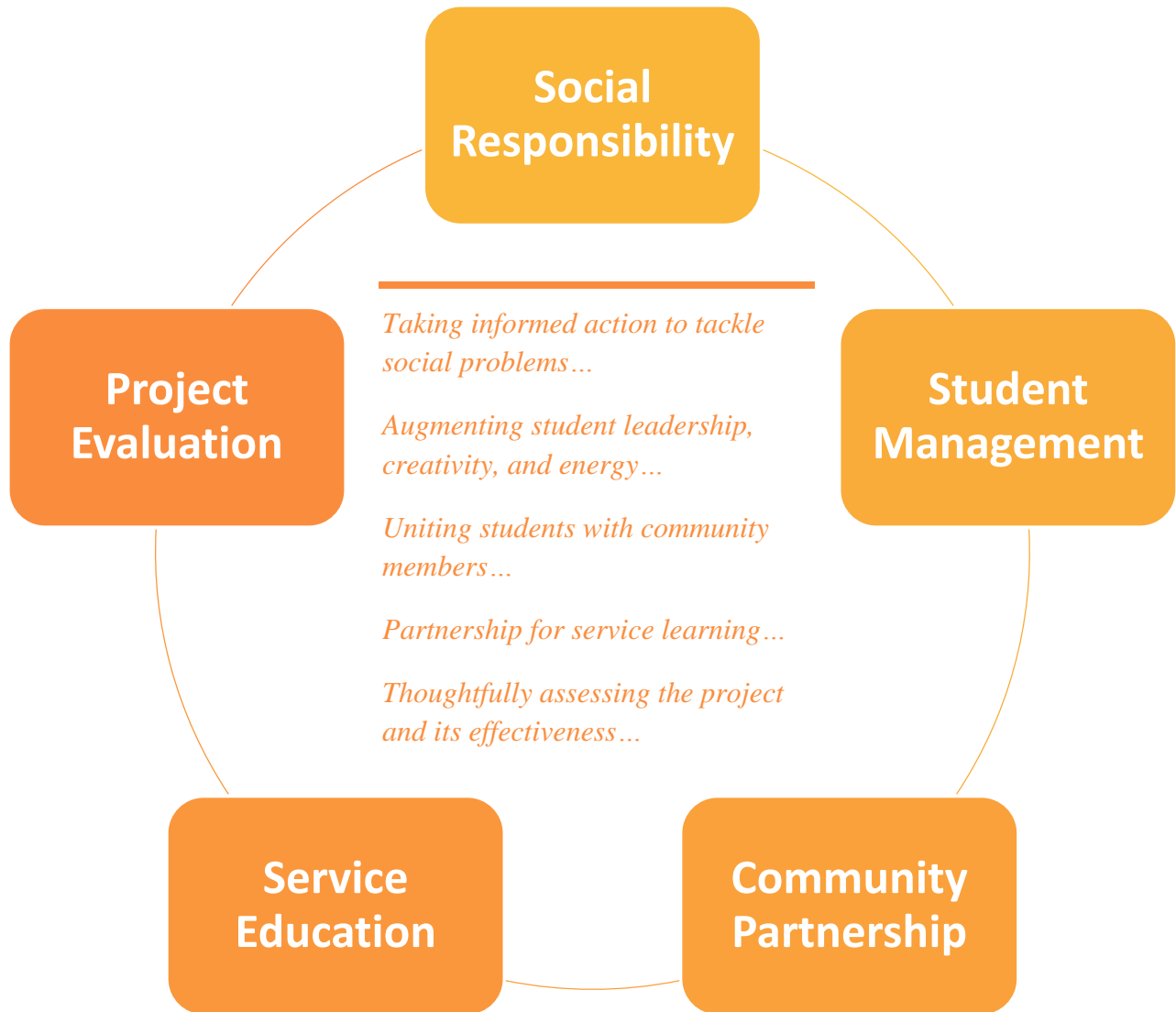
CPFEB was created in 1992 at the initiative of students involved with the Cornell Public Service Center (PSC). It received \$4,000.00 in funding from the PSC to support a modest number of grants. We are still housed within the PSC; funding received from that organization continues to support organizational overhead costs as well as graduate and international student projects. If a balance exists after this, the money is used to fund more undergraduate projects. **As a result, our entire SAF by-line funding goes directly to student sponsored projects—every last penny.**

We are requesting to maintain our funding level of \$2.00 per student from the Student Assembly for the 2016-2018 cycle. It is impossible to predict what applications we will receive in future years, but we guarantee they will contain innovative and invaluable proposals. Many of our past projects have gone on to become highly visible Cornell traditions and have won national awards.

I look forward to discussing CPFEB's application at your convenience. Please contact me with any questions at cpfb@cornell.edu or at my email address listed below.

Sincerely Yours,

Gabriel Polsky
CPFEB President
gjp74@cornell.edu



The Community Partnership Funding Board (CPFBoard), is a student-run board that seeks to foster student leadership and social responsibility by encouraging students to take action against social problems. The CPFBoard assists students in developing grassroots community action projects and administers grants made possible by the Student Activities Fee via the Student Assembly.

+Meet the Board

Gabriel Polsky '16 | President



Gabriel Polsky is a senior in the College of Agriculture and Life Sciences majoring in Applied Economics and Management. He has been a member of the Community Partnership Funding Board since his freshman year, and is now President of the organization. He has always had a passion for service and is very excited to help fund more student projects across campus and throughout the Ithaca Community. He has seen first-hand the positive impact students can have in the community, and looks forward to helping many more come to fruition.

Robert Hendricks '17 | Vice President



Rob Hendricks '17, Government major/Inequality Studies minor in the College of Arts and Sciences, is Executive Co-Director of Anabel's Grocery, a new student-run grocery store which seeks to address food insecurity on Cornell's campus by providing healthy, affordable, and accessible food options. He joined CPB in the fall of 2013 and served as President for a year and a half, starting in spring 2014. He also founded Hoops for Hunger, a northeast Ohio charity campaign which combined the spirit of generosity and competition to raise \$125,000 and 75,000 cans for the Cleveland Foodbank over a 5 year span. Hendricks has lettered twice as a member of the varsity sprint football team, and serves as an active member in Cornell Faith and Action and Fellowship of Christian Athletes.

Jon Bochicchio '17 | Treasurer



Jon Bochicchio is a junior in the College of Agriculture and Life Sciences studying Applied Economics and Management with a concentrations in Finance and Accounting. A first-year member of the Community Partnership Funding Board, Jon has past experience working with underprivileged students in the Bronx and enjoys volunteering in Ithaca whenever possible. He is looking forward to working with the Community Partnership Funding Board to help fund innovative projects both in the Cornell and Ithaca communities.

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Organization Profile



Olivia Goldring '18 | Secretary

Olivia Goldring is a sophomore in the College of Arts and Sciences. She is planning on double majoring in Psychology and French. The 2015-2016 school year will be her first year on the board. She is excited to get involved in a hands-on way with making the many student-proposed outreach programs and projects into reality on campus. She has been very involved with various non-profit organizations, especially the Association for Frontotemporal Degeneration, for which she served as a student Ambassador and group leader for the past several years as well as the Madison Square Boys and Girls Club in Manhattan where she interned last summer. She is interested in continuing her community involvement at Cornell through her work with CPFB as well as through other on-campus initiatives like College Mentors for Kids.



Christine Liu '17 | At-Large

Christine Liu is a junior in the College of Human Ecology studying Policy Analysis and Management with a focus on healthcare and public health policy. She has been with Community Partnership Board, Alternative Breaks, and CSVC since the fall of 2015 and is looking forward to continuing her involvement in the upcoming year. She regards highly the ideals of service learning, student activism, social justice, and community engagement. Her experiences with the ideas and passion of students at Cornell inspires her to continue the work she does.



Joshua Goldstein '17 | At-Large

Josh Goldstein is a junior at Cornell University, studying Industrial and Labor Relations and Business. Josh has pursued his interest in social action by interning in the volunteer and leadership development division at UJA-Federation of New York, a Jewish non-profit organization in New York City, last summer. Josh would like to help improve social issues such as homelessness and social inequality in the local community, and he believes that the CPB provides an outlet to finance and assist in the implementation of such service projects.

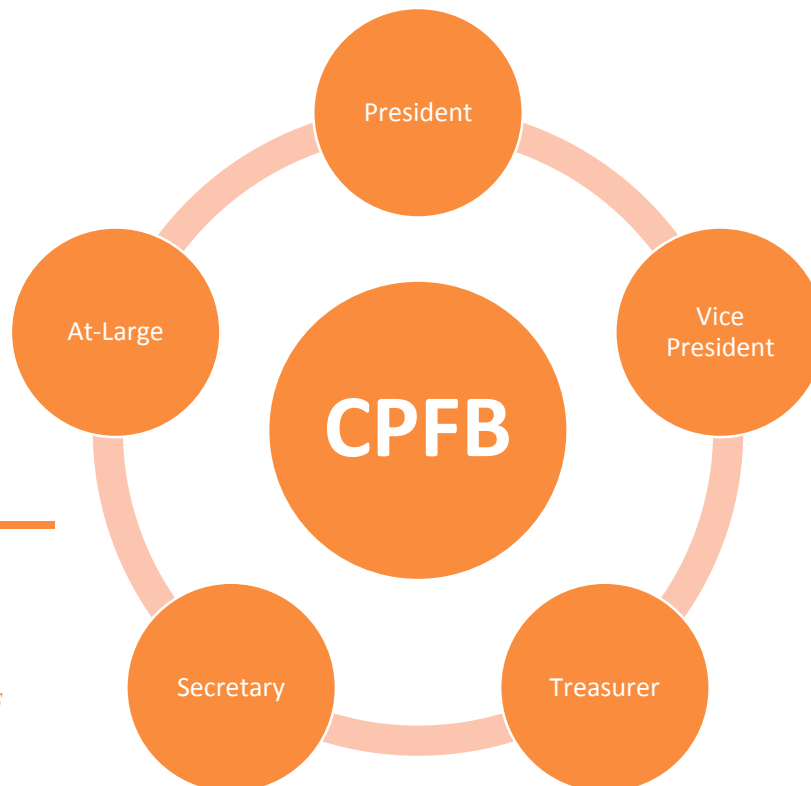
04

Organization Profile



Joyce Muchan '96 | Adviser

Joyce, ILR '96, has been with the Public Service Center since 1999. Her focus is student program leadership development and co-circular project management, evaluation, student leadership trainings, student-run grant allocation, curriculum based service trips, as well as the coordination of Cornell's largest student-run service projects. Joyce has been a Tompkins County Human Rights commissioner and has served on several community boards task forces including, the City of Ithaca Rental Housing Commissioner 2004-2012, Ithaca City School District Affirmative Action Committee 1993-1996, Ithaca City Drug Task Force 2000, and Ithaca City Community and Police Conflict Management Task Force 1996. She has also received several recognition awards for her community and student service work including, The Cornell University Outstanding Advisor Award Nominee 2005-12, Recipient in 2010. Cornell University Employee Recognition Award 2005, Tompkins County Human Rights Awards 1995 & 2001, Woman Making History Award 1995, G.I.R.L. Award 2012, Notable Cornell Women Recognition 2014, Cornell University EZRA magazine Advisor acknowledgement 2015.



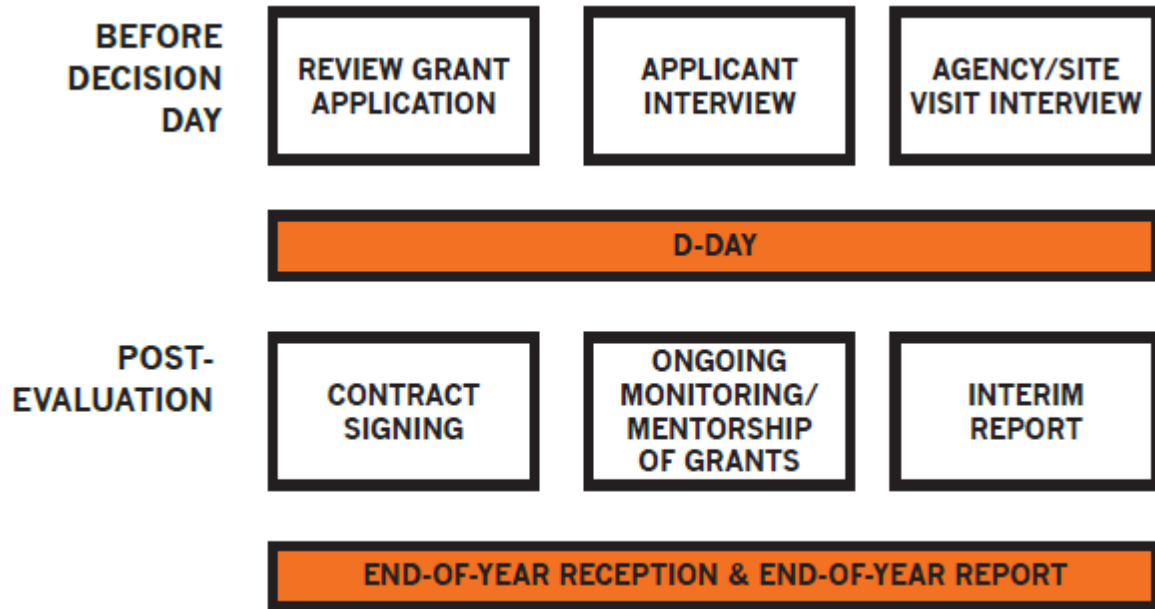
All members of CPF B have an equal role in evaluating grants and engaging with grantees

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Organization Profile

THE CPFIB 'S EXEMPLARY EVALUATION PROCESS, DESIGNED TO THOROUGHLY MEASURE EACH PROJECT'S FEASIBILITY AND SERVICE-LEARNING COMPONENT, HAS BEEN IMPLEMENTED IN OTHER ORGANIZATIONS, INCLUDING THE OFFICE OF ACADEMIC DIVERSITY INITIATIVES.

+ *Project Evaluation*



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Organization Profile

THE CFPB STRIVES TO MAKE COMMUNITY IMPACT YEAR-ROUND, STARTING WITH THE FALL SEMESTER GRANT CYCLE AND ENDING WITH AN ANNUAL GRANT RECEPTION CELEBRATING COLLABORATION AND SERVICE LEARNING.

+ *Schedule Overview*

September	-Fall 2015 Grant Application Cycle Begins
October	-Applicant/Agency Interviews
November	-Fall Decision Day -Fall Contract Signing
January	-Fall Grant Monitoring/Mentoring Grantees -Spring 2016 Grant Application Cycle Begins
February	-Fall Grant Monitoring/Mentoring Grantees -Applicant/Agency Interviews -Spring Decision Day -Recruit New Members/Board Transition
March	-Spring Contract Signing -Fall and Spring Grant Monitoring/Mentoring Grantees -Recruit New Board Members/Board Transitioning
April	-Annual Grant Reception -Internal End of Year Report
May	-Prepare Materials for Next Cycle

THROUGHOUT ITS 25 YEAR HISTORY, THE CPFEB HAS STRIVED TO FOSTER COMMUNITY PARTNERSHIP AND SOCIAL JUSTICE OPPORTUNITIES FOR THE CORNELL COMMUNITY, EDUCATING, SERVING, AND IMPACTING THOUSANDS OF PERSONS ACROSS THE WORLD IN THE PROCESS.

+History

Founded in the 1991-92 academic year as a founding program within the Cornell Public Service Center (PSC), the Community Partnership Funding Board, formerly the Student Grants Committee, began as a vehicle to “give out money awards to student-managed, community service projects...and at the same time serve as a liaison between students groups and the PSC.” The original PSC coordinator, Suzanne Motheral, modeled the Board after a similar group at Harvard-Radcliffe College, and nine founding students awarded \$8,000 during its first funding cycle (thanks to a monetary package from former Cornell President Frank H.T. Rhodes entitled the “Community Partnership Fund”).

Now advised by PSC Assistant Director of Student Programs Joyce Muchan, and led by five social justice-minded undergraduates, CPFEB looks to continue a long-standing legacy of community impact which has seen funded projects such as Into the Streets, FACES, Translator Interpreter Program, Alternative Breaks, and Light Up Cornell create immeasurable social change.

+FY 2012-2018 Summary Income Statement

2011-2017 Summary Income Statement						
	Historical			Projected		
	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
SAF						
Beginning Balance	\$319.95	\$819.18	\$20,072.91	\$15,514.03	\$9,223.03	\$6,932.03
Revenue						
SAF Funding	\$25,709.00	\$25,709.00	\$25,709.00	\$25,709	\$25,709	\$25,709
Total Revenue	\$25,709.00	\$25,709.00	\$25,709.00	\$25,709	\$25,709	\$25,709
Expenses						
Grants	\$25,209.77	\$20,489.70	\$30,267.88	\$26,000	\$26,000	\$26,000
Random Acts of Kindness				\$6,000	\$2,000	\$2,000
Total Expenses	\$25,209.77	\$20,489.70	\$30,267.88	\$32,000	\$28,000	\$28,000
Carryover	\$819.18	\$6,022.63	\$15,514.03	\$9,223	\$6,932	\$4,641
Public Service Center						
Revenue						
PSC Funding	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Total Revenue	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Expenses						
Printing	\$300	\$300	\$300	\$300	\$300	\$300
Advertising	\$300	\$300	\$300	\$300	\$300	\$300
Spring Reception	\$400	\$400	\$400	\$400	\$400	\$400
Miscellaneous						
Total Expenses	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000

+ *Projected Impact of Reduced Funding*

All of our funding usually goes to fund grants. If our allotment decreases by 10%, we have to decrease the amount of organizations we fund by 10%, which ends up being about 3 fewer projects. Funding 3 fewer grants could force us to abandon some of the relationships we have forged with the community and on campus. Additionally, this change could leave under-supported populations in the local community and on campus without the help they require. If our allotment decreases by 25%, we will cut our funding of the Random Hacks of Kindness winning projects. If our allotment decreases by 35%, we will have to cut our funding of Random Hacks of Kindness and we will have to fund 3 fewer grants.

+ *Explanation of Increased Rollover Funds*

During the re-evaluation of our communication processes with Cornell Accounting, our contact changed from Cindy Dowdall to Barb Workman. At the end of the year, Cornell Accounting informed us that our balance was about \$14,000 higher than we expected. This high balance was a result of years of small carryover that was not reported to us by Cornell Accounting. We are now working to expand CPF's offerings to the Cornell and surrounding communities to ensure these funds are used for efficient and impactful projects. Each year, up to 50% of our rollover funds will be dedicated to alternative projects in the local community.

+FY 2014-2015 Grants

	Grant	Grant Recipient	Amount
1	CUDAP	Alexis Gibson	\$897.20
2	D.A.N.C.E.	Shen Ning	\$1,753.28
3	Early College Awareness	Kemar Prussien	\$848.23
4	East Coast Taiko Conference	Abhishek Sriraman	\$2,000.00
5	IFC Diabetes Barriers	Maisie Orsillo	\$2,000.00
6	Project Explore	Nivetha Subramanian	\$2,000.00
7	Self-Publication	Samuel Schirvar	\$1,916.79
8	Splash!	Evelyn Chan	\$2,000.00
10	Women of Color Conference	Jada Murray	\$1,894.71
11	Destination Imagination	Allessandra DiCorato	\$2,000.00
12	Social Psychology Program	Monica Neira	\$1,791.50
13	Empowering Youth - Family Intervention	Erica Miller	\$1,109.46
14	YWCA Bridges	Rachel Samuel	\$950.00
15	MvMt Radio	Joshua Barber	\$1,739.89
16	Science Kits	Sundus Ahmed	\$2,000.00
17	Cornell Food Recovery Network	Addie Lederman	\$709.20
18	Best Buddies	Eliana Jacobson	\$774.86
19	Independent Living Survey	Olivia Eilers	\$1,000.00
20	Employment Through the Arts	Rudy Gerson	\$1,800.00
21	Latino Leadership Summit	Robert Lopez	\$1,082.76

Total: \$30,267.88

+FY 2013-2014 Grants

	Grant	Grant Recipient	Amount
1	Alzheimer's	Alex Layden	\$998.84
2	Best Buddies	Amanda Rubin	\$1,985.78
3	CEP "It's Time to Get on Board"	Meagan Hom	\$376.72
4	CUDAP	Jackie Rachaf	\$1,102.45
5	Ithaca Free Clinic Diagnostic Testing	Eric Robinson	\$2,000.00
6	Habitat for Humanity	Lowell George	\$1,931.35
7	SA/PSC Guidebooks	Matthew Stefanko	\$1,500.00
8	SASSY	Quarat Ahmad	\$1,080.00
9	TEEN	Emma Gerstenzang	\$1,985.06
10	Thank You Cornell	Sohee Rho	\$1,717.94
11	TIP	Dan Mei Lin	\$181.99
12	Upward Bound College Visit and Cultural Experience	Jessica Horst	\$1,400.00
13	Upward Bound Garden	Vanessa Rivera	\$1,995.91

Total: \$18,256.04

+FY 2012-2013 Grants

	Grant	Grant Recipient	Amount
1	College Awareness	Lesley Alegria	\$2,000.00
2	CSEC Awareness Conference	Dara Brown	\$2,000.00
3	EYES Biology	Sang Song	\$1,468.21
4	Greeks for Groton	Kylie Monagan	\$460.00
5	H.E.A.L. (Healthy Eating, Activity, and Lifestyle)	Emma Gerstenzang	\$1,960.00
6	Ithaca Free Clinic	Steven Ham	\$1,700.00
7	Ithakids	Kevin Lee	\$949.47
8	Global Health Carnival for Children in Bolivia	Stephen Allegra	\$661.68
9	Staff Appreciation	Michael Sugihara	\$1,843.41
10	African Dance	Lucy Gent Foma	\$2,000.00
11	Power of Hope	Lucy Gent Foma	\$2,000.00
12	C-CAMP	Haejin Hwang	\$167.00
13	Public Service Center Guidebook	Adam Gitlin / Student Assembly	\$2,000.00
14	Philadelphia Trip	Zachary Murray	\$2,000.00
15	Second Chance Studio	Kia Albertson-Rogers	\$2,000.00
16	FACES	Kaitlin Hardy / Ryan Woolley	\$2,000.00

Total: \$25,209.77

+The Constitution of the Community Partnership Funding Board

*CPF*B

Public Service Center
100 Barnes Hall
Cornell University
Ithaca, New York

Article I: Name

Section 1. This organization, formerly named the Student Grants Committee and later the Community Partnership Fund Board, is here forth formally entitled the Community Partnership Funding Board. It will be here after referred to as *CPF*B.

Article II: Affiliation

Section 1. CPF is a program of the Cornell University Public Service Center, and administers the Community Partnership Fund.

Section 2. The actions of CPF are expected to promote the goals of the PSC and the philosophy statement of the Community Partnership.

Article III: Purpose

Section 1. CPF seeks to foster student leadership and social responsibility by encouraging students to take action against social problems through student- initiated service projects.

Section 2. CPF assists students in developing community action projects and administers grants through the Community Partnership Fund to make these projects possible.

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Article IV: Membership

Section 1. Membership in the CPFB is restricted to nine undergraduate student members of the Cornell University community.

Section 2. An application, interview, and selection process must be satisfactorily completed for membership.

Section 3. Membership is a minimum one year commitment.

Article V: Officers

Section 1. Officers shall fill three persons; they shall hold the titles of Chair, Co-Chair, and Treasurer. Members shall each be responsible for the following: Publicity, Events, and Alumni Relations.

Section 2. The terms of service for all three officers will run at minimum for one full calendar year.

Section 3. Eligibility for the Chair and Co-Chair executive positions are contingent upon at least one full year of participation on the CPFB.

Section 4. Leadership transition will occur during the Spring semester.

Section 5. Selection of new officers will be determined by majority vote of board members during Fall semester.

Article VI: Advisor

Section 1. The Program Advisor of the Cornell University Public Service Center will serve as an advisor for CPFB. This person will be selected and subsequently replaced according to the rulings of the PSC.

Section 2. The advisor will assist CPFB members whenever necessary.

Section 3. The advisor will not be involved in the decision-making process of the CPFB.

Article VII: Meetings

Section 1. General meetings are held once a week.

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Constitution & Bylaws

Section 2. Scheduled office hours in the PSC, dependent on personal schedules, are required of each member, in which assigned tasks are completed and availability as a resource is achieved.

Section 3. Special meetings are called during the two main cycles, the membership recruiting cycle, and the project grant application cycle. These cycles require the following special meetings:

Membership Recruiting Cycle

- (a) Prescreening of membership applications;
- (b) Interviewing prospective members;
- (c) Final decisions for board membership.

Project Grant Application Cycle

- (a) Prescreening of incoming applications;
- (b) Project probes;
- (c) Grant award decision-making and budget revision;
- (d) Contract signings;
- (e) Grant recipient reception.

Section 4. Weekly meetings are led on a rotating basis - all members participate. The person who is to head the meeting the following week must take minutes for the current meeting.

Article VIII: Quorum

Section 1. To conduct an interview of an applicant for membership, at least two members of the board must be present.

Section 2. Decisions concerning membership should be unanimous.

Section 3. To conduct a project probe, at least three members must be present and the proposal must have been reviewed by all board members.

Section 4. Project grant decisions require the participation of all members unanimous vote.

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Constitution & Bylaws

Section 5. To conduct a contract signing, the board member assigned to the project must be present.

Section 6. All members and grant recipients are required to attend the Grant Recipient Reception.

Article IX: Referendum and Recall

Section 1. The two main procedures during the year for the CPF B are the Membership Application Process and the Grant Application Process. They are detailed below:

Membership Application Process

- (a) Publicity;
- (b) Preliminary selection for interviewees;
- (c) Interviews;
- (d) Discussion and final decisions;

Grant Application Process

- (a) Publicity;
- (b) Information Sessions;
- (c) Preliminary reading & critique of proposals;
- (d) Preliminary selection for project probes;
- (e) Project probes:
 - (1) Scheduling;
 - (2) Questioning;
 - (3) Reaction/Reflection;
 - (4) Minutes;

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- (f) Decision making and budget readjustment;
- (g) Announcement of awards;
- (h) Contract signing and monetary transfer;
- (i) Visit sites throughout semester
- (j) Collection of midyear project reports and expense reports;
- (k) Reception;
- (l) Collection of final project reports and expense reports

Article X: Amendment Process

Section 1. Proposals for amendments to this constitution must be submitted in writing to the two executive officers for review at least one week prior to being voted upon. Amendment of this constitution can be achieved through the consensus of all CPF B members.

Section 2. Bylaws to this constitution may be adopted, amended, or repealed with the consensus of all CPF B members. This may be proposed at any weekly meeting of the CPF B, but must be mentioned one week in advance.

Article XI: Ratification

Section 1. The review and approval of all drafts of the constitution must be completed by all CPF B members before adoption of the document.

Article XII: Approved Amendments

Section 1. Up to 50% of rollover funds in any given year can be used for alternative projects that align with the CPF B mission and purpose.

+ *Case Studies*

NATIONALLY RECOGNIZED: FACES '09

FACES was founded by those who suffered from epilepsy who sought to reach out to others at Cornell about information on the condition.

Today, the organization also runs a lab dedicated to research for anti-epileptic drugs using fruit fly models. FACES has become a 5013C organization that is nationally recognized for its contributions. It has also made powerful relationships with local Cornell organizations such as Epilepsy Foundation, Minds Matter, Ithaca Support Groups, and many local families for the sake of improving the lives of those with epilepsy.

CAMPUS-WIDE PARTICIPATION: INTO THE STREETS '92

Into the Streets started as a day of service for the local Ithaca community. The event originally involved 225 students and 20 local agencies.

Today, the two day event includes over 1,500 students and 60 local non-profit agencies. It creates a huge impact in the local community, giving students experience in giving back to the local area and promoting school unity. The seed money given in 1992 has grown the event into the largest community service day at Cornell.

WHITE HOUSE INITIATIVE: INSPIRATION FOR COMMUNITY ENERGY CONSERVATION '07

Inspiration for Community Energy Conservation sought to distribute compact fluorescent light bulbs in the local community.

This project was a part of a White House Initiative to increase the distribution of compact fluorescent light bulbs. Working with Cornell United Religious Works and Into the Streets, the project engaged hundreds of students.

SUCCESSFUL MODEL: TRANSLATOR INTERPRETER PROGRAM '00

The Translator-Interpreter Program started off seeking to create a small language database for emergency usage.

Today, over 300 service-related agencies such as the New York State Attorney General's Office rely on this program for their emergency interpreter needs. This program has prevented many injustices due to lack of communication and has rapidly grown—implementing a plan to expand to other college campuses. TIP is the only program of its kind run by students across the entire nation.

COMMUNITY INVOLVEMENT: ALZHEIMER'S WALK TO REMEMBER '14

Intending to increase awareness of the Alzheimer's disease and support research efforts, Alex Layden founded the Cornell University Alzheimer's Help and Awareness organization and created the first annual awareness run/walk, held in the spring on the Cornell Plantations. The event attracted over several participants from across the campus and local communities.

PROGRAM EXPANSION: ALTERNATIVE BREAKS '92

Alternative Breaks began as a one-trip service program named Community Unity, coinciding with the founding of the Cornell Public Service Center.

Today Alternative Breaks takes more than 125 students every spring to more than 14 destinations to address various social problems ranging from homelessness to domestic violence.

+ *Grant History: 2008-2015*

2014-2015

Project Explore

An extension of Cornell Cooperative Extension's 4-H rural outreach and the Cornell Y.O.U.R.S. program, Project Explore will give underprivileged rural youth the opportunity to sleep overnight at a New York museum, fostering fruitful discussion on different cultural topics along the way

Splash!

In conjunction with other Splash! conferences at higher education institutions across the east coast, Cornell Splash! will hold a 1-day workshop on campus which seeks to bridge the gap between the rich academic environment at Cornell, and less privileged students. To do so, the seminars provide middle and high schoolers the opportunities to participate in a variety of creative and unique instruction on thought-provoking topics taught by Cornell professors and Cornell students themselves.

Early College Awareness

The Early College Awareness project, originally based in Spencer Van Etten Middle School, expanded by partnering with the AVID program at Ithaca High School. Their relationship seeks to give underprivileged 9th and 10th grade students the opportunity to experience the college atmosphere with informative trips to Cornell and Binghamton University.

East Coast Taiko Conference

As one of the premier collegiate taiko groups in the country, Cornell Taiko hosted Cornell's first, and one of the East Coast's few, Taiko conference 3-day event from February 13th-15th. They brought together the taiko community, from amateur drummers to professional musicians, in order to celebrate the taiko culture, spread awareness of the available taiko opportunities, and to collaborate on how to best expand its impact on the East Coast.

Women of Color Conference

In order to better educate the Cornell community, the Women of Color Coalition will hold a 1-day conference titled Women in Power: Taking Charge of Your Life and Its Complexities which aims to explore what it means to be a woman of color. The seminars will seek to address the challenges that women of color face in present day society, as well as to inspire women of color to have a healthy perspective and purposeful attitude on these pressing issues.

DANCE Inspiration Cultural Education (DANCE)

Inspired by their own experiences, the ladies of Amber Dance Troupe created a comprehensive after-school program seeking to supplement the existing STEM program at Belle Sherman Elementary, providing the demographic of Burmese and Karen low-income refugee children with opportunities for self-expression and creative thought.

Self-Publication at the Do-It-Yourself Center

Inspired by the mission of the Alternatives Library, two Cornell freshmen designed an initiative designed to empower community members through a printer and workshops based at the Do-It-Yourself Resource Center, within Tompkins County Worker Center. The purpose of the project is to spread ideas and foster a spirit of communication and unity through the use of alternative forms of media, such as zines.

Addressing Barriers to Diabetes Care and Management

Partnered with the Ithaca Free Clinic in conjunction with the Ithaca Health Alliance, two Cornell students gathered information from IFC healthcare providers and diabetic patients on their perceived healthcare system-based barriers to develop a list of improved diabetic care suggestions for the clinic. This portion of the project offered an innovative approach to care since it combined multiple perspectives of health providers in traditional Western medicine, mental health, and holistic medicine in an effort to more thoroughly inform our patients.

Social Psychology

Inspired by the Prisoners Express Program at the Alternatives Library, one Cornell student designed an educational program focused on social psychology to be distributed to prisoners

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across the country. The goal of this program is to provide prisoners access to educational materials that they wouldn't otherwise have, as well as to educate prisoners about themselves.

Cornell Food Recovery Network

After recognizing the waste created by dining halls on campus, a group of proactive and sustainably minded students created Cornell Food Recovery Network to connect the leftover food with hungry members of the Ithaca and surrounding communities. Now, Cornell Food Recovery Network is working to expand the dining halls they work with on campus in order to decrease Cornell's waste and help use the food for something very positive.

ReEntry Theatre Program

ReEntry was a play put on in the local community featuring recently released prisoners. The purpose of the play was to help integrate these individuals back into their community. One Cornell student forged a partnership with Civic Ensemble to execute this event. Together, they successfully organized and performed the play for members of the community.

Empowering Youth through Family Intervention

Partnered with the Dispositional Alternatives Program (DAP) at the Family and Children's Services of Ithaca, two Cornell students sought to increase the involvement of the family members of the youths involved with the program. These students organized a large-scale picnic for all youth and family members involved to supplement the weekly group activities between youth and caseworkers. The goal of this initiative was to give family members a greater chance to be actively involved in their child's growth and to interact with individuals who face similar life obstacles.

Best Buddies

Best Buddies is a national organization, and the Cornell chapter focuses on creating friendships between members of the local community with mental disabilities and Cornell students. They are currently working on running a campaign on campus against the "R" word and increasing their publicity. Members of the organization are also currently very active in the community with their buddies.

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Independent Living Survey

The Independent Living Survey is a survey of teens in the local community who are living on their own or homeless. The purpose of this study is to gain more insight into what the community can do to help these individuals, and to get grant funding. Additionally, the survey is conducted by members of the young homeless community, giving them valuable experiences.

Latino Leadership Summit

The Latino Leadership Summit was an event to connect leaders of the numerous local Latino communities. There are many organizations supporting Latinos at Cornell and in Ithaca, but they tend to operate very independently. This summit helped these leaders forge new relationships and it will help the Latino community continue to move forward.

MvMt Zines-WRFI Radio

Since the beginning of their Cornell experiences, two Cornell students have published the MvMt zine, a publication in collaboration with the Alternatives Library which seeks to foster the expressions and ideas of community members. They now seek to utilize CPB funding to expand their program to WRFI Radio and to enhance their online presence as a strategy for increasing the voice of the people and open dialogue within the community.

YWCA Bridges

In close partnership with the Cortland YWCA, Cornell students will lead a trip of underprivileged youth to Cornell University to learn more about healthy eating habits and lifestyles. The program seeks to educate and inspire the youth of Cortland YWCA to eat well and stay active despite financial obstacles.

Science Kits in Brooklyn

Inspired by their coursework and experiences with the Cornell Urban Semester program in New York, Cornell biology students are teaming up to organize science kits and experiment manuals to encourage hands-on STEM work for underprivileged Brooklyn youth. The program seeks to inspire students to take an interest in science and math related fields and become tomorrow's innovators.

Destination Imagination

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Destination Imagination is a national organization that works to instill a sense of creativity and problem solving skills in young students. The Cornell Chapter of this organization is working to create a local competition for students who are working with Destination Imagination in Ithaca and the surrounding communities to come together and share their work. These students will have the opportunity to make new friends and create amazing inventions to fun problems.

Cornell University Deaf Awareness Program (CUDAP)

CUDAP works to bring the difficulties faced by deaf students to the forefront of the Cornell Community. From the signs they post around campus sighting facts about deafness, to events open to the Cornell Community, they work tirelessly to increase awareness across campus. The current campaign CUDAP is running features Cornell Administrators signing different terms and posters of them will be posted across campus.

2013-2014

Alzheimer's Help and Awareness 5k Run/Walk

Intending to increase awareness of the Alzheimer's disease and support research efforts, Cornell students founded the Cornell University Alzheimer's Help and Awareness organization and created the first annual awareness run/walk, to be held this April on the Cornell Plantations.

Best Buddies

Best Buddies is an international project that was started by Anthony Shriver in 1989 with the purpose of providing long-lasting, meaningful friendships between people with Intellectual and Development Disabilities (IDD) and college students. Best Buddies creates one-to-one pairs between people with special needs in the community and college students. All participants, community members and volunteers included meet for a large, themed group event either every week or every other week and do pre-planned activities. Buddy pairs stay together during the group events and also get to spend time with other buddy pairs and make new friends. The end result is a large group of friends mixed with college students and community members. Because people with IDD might sometimes struggle to maintain friendships, Best Buddies requires that volunteers stick with the program for a full school- year in order to maintain consistency and smooth program planning for the buddies and for the program.

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Cornell University Deaf Awareness Project (CUDAP)

The purpose of our project is to educate the Cornell and greater Ithaca community about American Sign Language (ASL), Deaf culture and the issues facing Deaf and Hard of Hearing individuals through an intensive educational and advocacy campaign. The campaign will address issues not just limited to the Deaf community but also disability, diversity, inclusion, and cultural understanding. Through the campaign we will host a performance, several documentaries, and interactive activities such as coffee hours, instructional workshops, and launch a video campaign to demonstrate the widespread student support for opportunities to learn about ASL. In addition, we will publish educational brochures to be widely distributed across all departments on campus, addressing common misconceptions of the Deaf community and educating readers on effective ways to communicate with individuals who are Deaf or Hard of Hearing. In order to convey administrative support for ASL, we will also launch a poster campaign featuring university administrators, such as President David Skorton, Vice President Susan Murphy, Dean Kent Hubbell and more.

Ithaca Free Clinic Diagnostic Testing

The Ithaca Health Alliance has long history of supporting access to health care and addressing the demonstrated health needs of low-income residents in Tompkins County. With the support of the Administrative Coordinator of the Health Alliance, Cornell student Eric Robinson has devised a project to support and strengthen the Ithaca Health Fund Diagnostic Grant program. In order to ensure the sustainability and long term efficacy of Diagnostic Grants, Eric will work independently to devise more stringent criteria and guidelines for the allocation of grants based on a review of primary literature on clinical diagnostic beneficence and interviews with volunteer health professionals at the clinic. To ensure that mechanisms are in place to predict budgetary impacts of the Diagnostic Grant program, Eric will revise the internal reporting system to one that is capable of producing budget estimates based on early spending and diagnostic services ordered but not yet billed.

It's Time to Get On Board

As part of the Cooperative Extension Program's (CEP) ongoing relationship with the Cayuga Ridge nursing home, the "It's Time to Get on Board" project was developed in order to address and eliminate the facility's disparities in services and infrastructure compared to other nursing homes in the area. To do so, CEP will attempt to empower residents through the implementation and management of personalized bulletin boards and clocks in each resident's room. Ultimately, this project will serve to promote the well-being of the residents at Cayuga Ridge and encourage self-empowerment among its residents.

PSC Guidebook

The Public Service Guidebook is a collaboration between the Public Service Center, the student Assembly, and the Cornell Partnership Board which compiled over 100 student organizations on campus that contribute to the local community. The book contains information regarding each organization and contact information for the group, so that other students on campus can get more involved.

Students Against The Sexual Solicitation Of Youth (SASSY)

Students Against the Sexual Solicitation of Youth (SASSY) is dedicated to raising awareness and eradicating the negative perception associated with victims of commercial sexual exploitation of children (CSEC). SASSY and the Public Service Center have had a working relationship with the Girls Educational and Mentoring Services (GEMS) since 2004. GEMS is a non-profit organization that strives to empower girls and young women, ages 12–24, who have experienced commercial sexual exploitation and domestic trafficking to exit the commercial sex industry and develop to their full potential. This semester, GEMS and Training Director Deanna Green will conduct training for Cornell student leaders on the issues of CSEC and domestic trafficking.

Teenagers Empowered and Engaged Now (T.E.E.N.)

The T.E.E.N. project aims to design and implement a program-wide project that will offer a series of changes and supports for the Y.O.U.R.S. and O.U.R.S. program with the aim of creating a larger impact for teenage participants in the program. Increased teen-specific programs, including Teen Seminars discussing important topics relevant to teenagers, and expansion of the Mentor-In-Training program, where teens can learn to become mentors to younger youth, will equip teenagers with a renewed sense of responsibility and confidence, as well as tangible life-skills at a critical period in their development. The project will also alleviate the increasingly relevant challenge of retaining teenage participants in the Y.O.U.R.S. and O.U.R.S. program. This trend is especially pernicious because youth older than 13 become increasingly at-risk for dangerous behaviors. The 2005 Youth Risk Behavior Surveillance System showed that many teenagers engage in high-risk behaviors. In the United States, 71% of all deaths among youth and young adults 10 to 24 years of age result from only four causes: motor vehicle crashes, other unintentional injuries, homicide, and suicide. The increasing independence associated with adolescence can lend itself to both positive and negative behavior and development. The

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TEEN project hopes to support and encourage the former by offering a holistic development of teen-focused programs across all there program days.

Thank You Cornell

The purpose of this project is organizing a student led appreciation project for the staff members that have been an important part of the Cornell experience. This event will consist of a banquet appreciation event for staff members that have been nominated by students, along with several student group performances. There simply are not enough venues on campus to appreciate the staff that works around the clock for the student body and this initiative will make students more aware of the Cornell staff's hard work as well as promote appreciation and gratitude among the Cornell student body.

Translator Interpreter Program (TIP)

The Translator-Interpreter Program is a student-run organization of the Cornell Public Service Center that has been serving the Tompkins County community since the year 2000. TIP recruits and trains bilingual or multilingual Cornell students and staff to serve as volunteer translators/interpreters in emergency and non-emergency situations. The project's purpose is to hold an Agency Training Session for community agencies that is essential and imperil in aiding to improve and continue TIP's service to the community. The Agency and Training Session will help promote TIP and foster a better and closer relationship between TIP and community agencies. More importantly, through this training session we hope to provide an easy-to-access volunteer translation/interpretation service to the community in emergency and non-emergency situations.

Habitat for Humanity Truss Days

Organized by the Cornell University Chapter of Habitat for Humanity and in collaboration with the Tompkins County chapter, Truss Days brings together members of the Cornell community as well as members of the greater Ithaca area to build roof trusses for up to two homes. Each roof truss is about 30 feet long, and around 20 roof trusses can be used to support a single roof for a house. Once finished, these roof trusses are used in the construction of houses Tompkins and Cortland counties. What makes Truss Days unique is the fact that assembly and construction of the roof trusses takes place in the middle of Ho Plaza for all to see for an entire week. There is truly no other comparable community outreach event like this held at Cornell,

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as thousands of people walk by and see big groups of people cutting, hammering, and gluing pieces of wood into something so big and so significant for an entire week.

Upward Bound

This summer, as part of Cornell's Upward Bound Summer Program, Cornell students will be working with rising juniors and seniors from 5 high schools in the greater Ithaca area. Throughout the 6-week program, they will work with them on their academic preparation and college readiness, as well as support them with community building and cultural diversity programming. This grant would allow Upward Bound to further our program by adding a 1-day College Visit & Cultural Experience project, which would bring both the juniors and seniors who participate in the 6-week summer program, as well as the rising sophomores, to Rochester, NY. The day in Rochester would consist of a campus tour and information session at the University of Rochester, a group lunch at a local restaurant, and a trip to the Strasenburgh Planetarium at the Rochester Museum & Science Center. The day would give the students the opportunity to interact with each other outside of Ithaca, tour of a prestigious nearby university, get an idea of the look and feel of a college town, and see what kind of resources and opportunities can be available beyond high school.

2012-2013

College Awareness Program

The College awareness program for the Spencer Van-Etten Central School District will established a cohort- based program that progressively built understanding about the college process, involves parents in the process and educated the students about what should be done in high school to be prepared for college.

CSEC Awareness Conference

SASSY (Students Against the Sexual Solicitation of Youth) has held the first annual CSEC Awareness Conference, a collegiate conference for Cornell and the surrounding rural schools in Upstate New York to raise awareness and contribute in eradicating the negative perception associated with victims of commercial sexual exploitation of children (CSEC).

EYES Biology

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EYES Biology project plans to incorporate lessons based on emerging trends in medicine and technology so that young local students find interest in these fields and the necessary knowledge that will allow them to be successful when they encounter this topic in the future. In addition to lessons that promote sustainability, the lesson plan will incorporate other fields of science in order to provide a sound scientific foundation from which the students can expand upon as they learn new material throughout the school year.

H.E.A.L (Healthy Eating, Activity, and Lifestyle)

With the CPB grant, H.E.A.L was able to implement a program that explores nutrition and wellness through a variety of innovative activities that include: hands-on science experiments and craft projects; fun sports activities; nutrition lessons through cooking projects; and workshops with outside sports and health professionals, including yoga and Zumba instructors invited to give group lessons for the youth participating in the H.E.A.L. program. The H.E.A.L program taught the youth how to integrate healthy eating choices and physical activity into their daily lives.

IHA Project

The IHA project aimed to determine the cause of underutilization of the free clinic by ethnic minorities and how they could modify their services and outreach to more inclusively serve all of its community members. This was achieved through recruitment and training of several community members of color, who conducted interviews and assisted in outreach events with IHA volunteers. Monthly meetings also allowed for discussion, brainstorming of approaches towards improving the IHA's appeal to ethnic minority communities, and further training exercises for the community volunteers.

Philadelphia Trip

The Philadelphia Trip allowed local students from the Ithaca area and surrounding communities to visit Philadelphia's historical site and learn more about United States history. Participating students who had completed a full academic year long class on US history were able to apply what they learned in the classroom and witness firsthand the lessons they had read about in print.

FACES

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As an educational initiative, the FACES grant connected students in local communities to a broader scope problem: epilepsy and its overarching challenges. Through educational programming at local schools and interactive workshops in the Ithaca community, FACES set out to increase acceptance of those who had

Second Chance Studio

The goal of youth outreach at Second Chance Studio as part of the Youth Advocate Program was to provide a positive, creative, accessible outlet for those who wouldn't have the opportunity otherwise. The location of the studio was important as it serves a population who wouldn't normally seek out studio time otherwise. It was a safe, convenient place where people can "get their feet wet" and record a tune for the first time. It's not the place youth go who are really serious musicians; it's a safe environment for those who have little or no experience with writing and recording their thoughts. The studio serves underprivileged youth – mainly youth of color – in downtown Ithaca. These students had a variety of issues, either at school or at home, and have been referred to the Youth Advocate Program to share their stories.

Ithakids

The Paul Schreurs Memorial Program Ithakids project provided mentors for children of color in the Ithaca/Tompkins County area as they engage in a variety of activities geared toward developing educational tools for their pursuit of achievement including a Health Awareness Day and Stress Relief Day.

Global Health Carnival for Children in Bolivia

The Global Health Student Council (GHSC) and the AAVia Foundation for the Health of Bolivian Children organized a collaborative global health carnival. The event also served as a way to educate both the Ithaca and Cornell community about global health initiatives. Fifteen student groups, all with their own service missions and awareness projects, were present at the event to promote interest and communication between students and the clubs themselves. This event also provided the opportunity for global health minor and international development students to actively learn and participate in an effort in the field.

C-CAMP

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The purpose of the Cultural Fair project was to increase the cultural awareness of the transnational adoptive community, the greater Ithaca community, and the University. This was done by providing a Cultural Fair where 15 student cultural organizations were represented (which included the ethnicities of C-CAMP mentees), student cultural performance groups performed, ethnic food served, hands-on ethnic crafts made, ethnic games played, and ethnic stories told. This project required the collaboration of more than 15 student cultural organizations, the International Students Board (for additional funding), the Mario Einaudi Center (for supplies and assistance), the Transracial Adoptive and Foster Families of Ithaca (TAFPI), and the Public Service Center.

Staff Appreciation

The purpose of Staff Appreciation was to further the efforts of the student led appreciation project for the staff that was held during the spring semester of 2012. This year, in addition to a banquet appreciation event supplied by Cornell Catering for student nominated staff members, the event included tangible opportunities for students to give back to staff that made an impact in their lives. The banquet consisted of invitations to deans and administrators as well as students who nominated the staff members to present the awards themselves.

African Dance

Taught a weekly West African Dance class to high school students from New Roots Charter School during the academic year 2012-13. Utilizing knowledge from over fifteen years of West African Dance experience, transmitted knowledge to enrich the academic and cultural experience to students in downtown Ithaca. Unlike many other dance classes, this project will be accompanied by live instrumental support from three local musicians. The combined historical context, exercise component and student-led culmination in a final production will ensure a well-rounded initiation into the world of African dance and music.

Greeks for Groton

The Greeks for Groton grant was focused on bringing relief to the Groton Food Bank, which has faced food shortages. The project brought bins outside of Greek houses across campus so that members of said organizations could donate canned and non-perishable food to the Groton food bank.

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Power of Hope

The Power of Hope Grant proposed to coordinate an introductory “charette” to the Power of Hope camp in Santa Fe, NM during the summer of 2013. New Mexico is the worst state for children, according to the Foundation for Child Development’s latest Child and Youth Well-Being Index, and could benefit from Power of Hope Camp. Launching a New Mexico branch of the program will take \$100 thousand dollars, but in the interest in starting to build the momentum to develop the program, students will be working with youth groups in Santa Fe during a training charette for three days this summer.

PSC Guidebook

The Public Service Guidebook is a collaboration between the Public Service Center, the student Assembly, and the Cornell Partnership Board which compiled over 100 student organizations on campus that contribute to the local community. The book contains information regarding each organization and contact information for the group, so that other students on campus can get more involved.

2011-2012

PLEDGE

Program Leadership Education in Design, Growth, and Evaluation (PLEDGE), helps participants, ages 20-60 from all education levels, in the National Leaders Initiative (NIL)—sponsored primarily by Cornell Cooperative Extension of Tompkins County (CCE-TC), Greater Ithaca Activities Center (GIAC), Multicultural Resource Center, and Tompkins Community Action—plan their programs and program evaluations. As an all-encompassing leadership challenge program, the goals of PLEDGE are to inspire creative, evaluative thinking, provide aspiring program leaders with access to program planning and evaluation skill-building, enrich participants’ program concepts, introduce program evaluation tools, provide a space for participants to share ideas, exchange feedback, and create connections among each other and prepare participants to be more competitive in grant proposals.

Computers for Cayuga Ridge

Computers for Cayuga Ridge brought laptop computers to the community of Cayuga Ridge. As a partnership striving to connect communities and generations, these computers helped residents who were in isolation feel more connected and become more engaged in the outside

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world and community. Lessons were provided to residents from Cornell students increasing social interactions and overall, residents' health and happiness. Computers for Cayuga Ridge bridged not only social gaps but helped meet a community need for an underprivileged, often neglected population.

The Triune Initiative Web Hosting

The Triune Initiative Web Hosting created an online database that provided for a history of attempts to address social issues as well as follow up to see the success of these methods. The Triune Initiative Web Hosting was unique in that it marked each attempt with its specific circumstances so that people can find a similar situation as well as how well several solutions worked out and can demonstrate unforeseen consequences in other similar situations.

Saturday Math and Science Academy

As an educational program geared to promoting the pursuit of education—whether that be completing high school or graduating and attending college—the Saturday Math and Science Academy is a locally based organization which serves low-income, first generation students who live primarily within the Ithaca area and surrounding communities. Providing student participants with experiences they would otherwise be without, the Saturday Math and Science Academy grant was used toward a Philadelphia College Visit and Cultural Exploration Trip for over 40 students and families. Students were therefore not only exposed to communities outside of their own, but were able to travel, explore and experience life outside their comfort zone and in the college setting.

Bronx Helpers

The New Settlement Apartments - Bronx Helpers' Cooking Garden Club (CGC) is a group of high school youth in the South Bronx who are interested in increasing food justice in their communities. CGC aims to increase access to local, healthy, affordable, culturally appropriate foods while their main concerns focus upon the correlation between the absence of food justice and food related disease statistics in the Bronx. CGC is using recommendations drawn from their recent Community Food Assessment (CFA) to empower community members to demand access to healthier food. The Bronx Helpers grant helped put into motion the foundational first steps of the CGC.

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CHI Health Conference

The CHI Health Conference was an event hosted by a Cornell Student Organization, the Student Society for Global Health. The event's main purpose was to serve as a conference in which students could both learn about different global health initiatives and the work being done by esteemed professionals. The conference strived to be not only an informative session and but a network within which to inspire students to take action to help lessen the disparities between developing and developed countries. Overall, the conference hosted over 100 students and offered three main global health tracks in clean water sustainability, infectious diseases and food and nutrition policies in developing nations. Promoting the message "One person is enough," the CHI grant bridged community gaps in policy arenas, nutrition and health fields and research-specific interests.

Happy Holidays

As a student led initiative to promote mental health, Happy Holidays was an event that took place on the last day of classes for the Fall semester, 2011—a time where student morale and mental health is often termed "vulnerable." Created by a desire to change the lack of holiday cheer and student motivation, Happy Holidays cultivated an atmosphere of "happiness" on December 2, 2011. The event was held on the Arts Quad, with the attractions in the afternoon, maximizing the student traffic coming through the Quad. A healthy mental environment was supported (alongside community building of holiday cheer) by holiday décor including trees covered in Holiday lights, artificial Christmas trees and menorahs dotting the Arts Quad representing Christmas and Hanukkah and a mkeka placed in Ho Plaza representing Kwanza.

Cape Cod Alternative Breaks

The Cape Cod trip of the Cornell Alternative Breaks program traveled to Hyannis, Massachusetts during the week of Cornell 2011 Spring Break to work with the Housing Assistance Corporation (HAC). Eight Cornell students comprised the Cape Cod Alt Break team. As a nonprofit organization which provides programs and resources to low-income families in Cape Cod, students worked in a partnership with HAC to promote safe and affordable housing creating and implementing an advertising campaign to raise funds for their Homelessness Prevention program. Since the 1990s, the prevention program has given families who are at risk of homelessness one-time financial assistance of around \$1,500. The Cape Cod team's marketing campaign helped HAC to reach new audiences and segments of the Cape Cod community. Furthermore, CPB monies went towards a fun night with children living in HAC

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shelters. The event took place at a local recreation center and included games and other fun activities for the children.

Children's Program

The Children's Program was developed by Cornell students partnering with the New York Asian Women's Center (NYAWC), a non-profit organization that provides relief for children and women escaping from domestic violence. The program used art therapy and mentoring to help children deal with their abuse. The students also helped design interactive activities to help the children cope and remain in a supportive environment. The Children's Program was very socially responsible and offered a nurturing environment to children.

Staff Appreciation

Students involved in the Cornell University Facilities Services and Facilities Management organized a large dinner reception to recognize the daily efforts done by the Cornell staff. It gave a chance for regular staff members to interact in a non-working environment, relax with their families, and enjoy a full-serviced meal. This small appreciation created bonds between the staff and students and recognized the work of many of the employees, which sometimes goes unnoticed.

African Dance

The African Dance project was developed by Cornell Students, in conjunction with the New Roots Charter School. The program brought in trained individuals to show children new and creative ways of dancing inspired by traditional African dances. The program provided students with history of ancient dances and created a fun and entertaining way for them to learn more about a different culture. At the same time, it gave students a new way to have fun and exercise at the same time. The African Dance project became both educational and exciting for many students at the school.

Service Learning Garden

Cornell's New York State Agricultural Experiment Station (NYSAES) in Geneva has been addressing the needs of New York consumers, food businesses and farm families via research. NYSAES used the grant to donate about 40 bushels of produce to the food pantry at the Geneva

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Center of Concern. With many of the produce already being distributed to families in need, the project responded directly to the pressing community hunger concerns.

Migrant Health Awareness

The Migrant Health Awareness project was developed by a student run organization aimed at educating and promoting healthy living to migrant farm workers in the area. The project included information seminars that discussed potential health problems and concerns for individuals working daily in farming labor and gave solutions to prevent these issues from occurring. Migrant workers were also given gift bags with essentials they may need and pamphlets on the problems discussed in the seminar. The program gave the workers essential information to help them stay safe and healthy.

Delta Alpha Phi

Students at Cornell established the Delta Alpha Phi International Honor Society (DAPI), an academic honor society working towards educating the community about disability issues and helps students with disabilities advocate for themselves and others. Before now, there had not been an honor society for students with disabilities. This honor society allowed students to create awareness of issues students with disabilities may face and to show how they can overcome them. It became a group that advocated and educated others on the issues some students face.

BJM Dehydrated Snacks

Cornell students volunteered to prepare produce for the dehydration for the BJM Elementary School Snack program. A simple, homemade solar dehydrator was demonstrated at their after school program to educate the students about preserving. The program was not only an educational experience for students, but was able to preserve local food in the warmer months to increase the fraction of local snacks served in the winter. It also helped increase the fraction of local, organic food served at the elementary.

Streets Alive

The Streets Alive Project was a collaboration among the Ithaca-Tomkins County Transportation Council, City of Ithaca Transportation Office, Ithaca High School, Finger Lakes Cycling Club, and

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students of Cornell University. The project reserved a large loop of streets in Ithaca for cycling paths, dances classes, health and environmental informational sessions and other recreational activities. This effort allowed for increased awareness of cycling safety, educated others on the environmental and medical benefits of cycling, and sought to bring the local community closer together. It became a beneficial project that helped people understand the advantage of cycling.

Dr. G. Alx Galvin Memorial College Tour

The Mentorship Program for Young Men & Women, a Cornell student run organization aspires to motivate under- represented students to achieve higher level of education by providing college tour experiences. These students were given the chance to tour a local college and be exposed to areas of higher education. By seeing what college has to offer and by witnessing the vast resources and opportunities, this tour intends to inspire the students to achieve success. With the majority of the students in the program being from under-represented backgrounds, the lasting effects of the tours will become a lasting inspiration.

Owego Flood Relief

On September 8, Tropical Storm Lee flooded Broom County, causing over \$100 million in damage. The Susquehanna River crested at 40 feet above its normal level, pouring into neighboring towns. The town of Owego, stuck between the Susquehanna and a creek, had water levels six feet above ground level, completely inundating most basements and ground floors. Cornell students responded by traveling to Owego in droves. Over 1,000 students have gone to Owego through the coordination of volunteers, which resulted in the benefit of hundreds of houses and thousands of people. Every time students had gone down local residents have been ecstatic and grateful for the help provided. The money from the CPB has paved the way for transportation and the coordination of volunteers.

2010-2011

African American Arts Project

The African American Arts week is a three- day workshop at Southside Community Center during winter break of the Ithaca School District calendar year. The purpose of this workshop is to empower individuals with lessons of Black history: struggle and victory, sorrow and happiness, expressed through the arts. Cornell hip-hop dance crew Urban Blaze, along with

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other student volunteers from both Cornell University and Ithaca College, will host various programs such as beat-making, karate, breakdancing, and piano.

Cape Cod Alternative Breaks

The Cape Cod Alternative Spring Breaks trip is a program that addresses the homelessness situation in Cape Cod. The trip is in partnership with the Housing Assistance Corporation of Hyannis, Massachusetts, which is a nonprofit that tries to solve the problem of homelessness on the Cape through their various housing assistance, shelter, and financial and job training programs. The project will pair students with HAC clients and initiate a conversation about what "personal space" means. Students will interview HAC clients on their ideal personal space, photos will be taken that demonstrates this idea, and finally, an exhibition will be created at HAC's office that shows this theme of personal space.

Everyone's Rainbow

Through a coordinated distribution of these statements across several channels (e.g. Facebook, message boards, chalking, etc.) and an accompanying media campaign, we hope to raise visibility of community members and allies, promote community diversity, and inform students of the Resource Center as a support nexus at Cornell. The statement is "I (statement) and I am (LGBT or rainbow). The statements will be constructed in a format that allows the contributor to promote their individuality while acknowledging their membership or partnership with the greater LGBT community. The Statement serves as the "individual identity" statement and provides contributors a stage to showcase their unique creativity, individuality, and passion to the Cornell community.

FACES

FACES; Facts, Advocacy, and Control of Epileptic Seizures, is a student based organization, that works to assist individuals with seizure disorders to manage their epilepsy and develop positive self-esteem in order to build a successful life through education, services, and research. FACES helps youth and their families deal with the psychological and social impacts involved with seizures to improve how they are perceived and accepted in society.

GEMS Training hosted by SASSY

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SASSY is a student organization that is committed to raising awareness and transforming public perception of the commercial sexual exploitation of children (CSEC) within the United States. For this event, they will be inviting two trainers from Girls Educational and Mentoring Services (GEMS), a non-profit organization in Harlem, NY, to educate the local officials and start a conversation about a neglected issue in Ithaca, ultimately hoping to shape new policies and a lasting impact.

Language Pairing Program

The goal of the Language Pairing Program is to promote service learning by building a network of Cornell students, faculty and Ithaca community members, all who can help each other develop their language skills. The program pairs up members interested in practicing a second language. Language partners are paired according to their native languages and languages of interest. Once paired, they assist one another in learning the language. The Language Pairing Program Board would like to hire a Computer Science student to help create an automated database. They would like to create a database that can pair up members automatically and have a way of saving all of the pairs. This database would facilitate the pairing process, allowing the program to be more efficient and organized.

Let's Get Ready

Let's Get Ready is a national non-profit organization that allows college students to help financially disadvantaged high school students. Let's Get Ready also aims to help close the achievement gap by providing free-tutoring to low-income, first generation college-bound students. Let's Get Ready trains Cornell students to work with high school students in preparing them for the SAT and for getting into college. The high school students are encouraged to seek help from their coaches and use them as a resource throughout their college search. LGR also teaches the students to help themselves by introducing them to certain study skills, enforcing homework exercises, and showing them how to take every opportunity to prepare themselves for the future.

Light Up Cornell

The call for improved mental health, student empowerment, and campus unity is not a new concern at Cornell. Light Up Cornell is a brief art installation intended for the Arts Quad. The demonstration will be visible at sundown and continue throughout the night. It is intended to be the student body's effort in creating a catalytic event for unification, positive energy, and

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school pride on campus. There will always be a light right here at Cornell. In the grey and dark of some winters and some nights, you can find hope in each other—our future is bright. Cornell is a landscape of exceptional scholars, visionary and progressive leaders, active members, and invaluable life—we are here to shine light on all of them, every member of Cornell can take part in the demonstration.

Mural for Party Monster Ball

The Mural for the Party Monster Ball was created in order to add decoration for the Party Monster Ball and also depict the culture of the LGBT community. The Party Monster ball that brought together numerous overlapping groups, echoing that of the hidden spaces and speak-easies of the 1930's which also allowed for people to come together in a social space, regardless of race, class and sexuality. Furthermore, the Ball also offers a competition where students are given the opportunity to demonstrate the skills they learned about performance earlier in the workshop. This event is a response to the lack of programming for LGBT people of color, as well as explicit education on issues that exist in this sub community.

Party Monster Ball

The Party Monster Ball works to create a space of communion, education, and safety for people of color who normally would refrain from attending campus LGBT events. This event is about shedding light, building awareness and enabling a community, while working to address a need for further education on issues often forgotten in mainstream and majority LGBT politics and event planning. This event will allow for further inclusion in the LGBT community, as well as build allies among different student groups who work in people of color issues. Through learning the dance styles of vogue and runway and competing in the ball, students are exposed to the familiar community developed to strengthen LGBT people of color and enable them with a validation and sense of identity, stripped from them by society. In doing so, a stronger sense of community will be created, opening the doors for LGBT people of color on campus to work and commune with one another further.

Prisoners Exploring Humanity

The Prisoners Exploring Humanity program seeks to stimulate and cultivate critical thinking among the prison community by exploring what it means to be human. The Prisoner Express program, will be sending 2000 letters to prisoners from all over the U.S. This letter will serve as an invitation to join our book-reading program where they will explore humanity and our place

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in it all. Together, the first 1000 prisoners who respond affirmatively and the team of volunteers will read the book, using discussion questions each volunteer will provide as well as Cornell's questions, as a guide. The prisoners will be asked to send in their answers to these discussion questions, and from these answers the volunteer will compile a newsletter with the best answers to each question from a select few prisoners.

Rural Healthcare Access Outreach

Rural Healthcare Access Outreach entails reaching out to the rural under-insured and uninsured population of Tompkins County at six different food pantries to inform them of the healthcare services offered through the Ithaca Health Alliance/Ithaca Free Clinic and other community organizations in order to enable them to access healthcare and additional primary needs. The information will be presented during the hours the food pantry is open, in conjunction with a community meal, which will serve to attract the target population and facilitate a sense of community.

The Sisterhood

The Sisterhood is a student run organization that brings women's issues to the forefront of Cornell campus discourse. The Sisterhood prints a newspaper as well as publish articles on their website to provide a forum to discuss female perspectives and equality. The Sisterhood also shares research on gender equality by Cornell professors that contribute to the wider debate on gender issues.

2009-2010

Sustainable Greenhouse

The Sustainable Greenhouse project will provide the Ithaca Children's Garden with a sustainable greenhouse, which will be used to monitor the growth of plants and flowers year-round. Cornell University's Keeton House student residents will build the greenhouse and learn about the issues related to growth and sustainability. The project will help create a culture of service for Keeton House residents while providing support to the development of the Ithaca Children's Garden.

Sylvia's Place

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Sylvia's Place is an emergency overnight shelter for runaway and homeless youth who identify as members of the LGBTQ community. This spring, several Cornell University students will assist in endeavors to educate the youth by holding know-your rights information sessions and workshops geared towards safe sex practices and the best way to go about finding a job. Two computers will be provided so that that the administration and youth can better connect technologically and have readily available access to resources related to resumes, job listings, photography, and digital film workshops. The access to these services may help in the endeavors to produce films and documentaries about what these young people have endured so that the greater population can be made aware of the activities that take place on a day-to-day basis.

Cape Cod Alternative Spring Breaks

As part of the Cape Cod trip of Alternative Breaks, seven Cornell undergraduate students will be traveling to Hyannis, Massachusetts during the week of March 15th-21st 2009 to work with the Housing Assistance Corporation. The Housing Assistance Corporation is a nonprofit organization working to promote safe and affordable housing; by offering free workshops and counseling, the HAC hopes to give low- income/homeless families the tools needed to succeed in life, as well as provide families with an affordable place to live.

La Romana

La Romana is a city of 250,000 people located in the southeastern part of the Dominican Republic. Surrounding La Romana, and throughout the Dominican Republic, are over 500 bateyes, communities in which Dominican and Haitian sugar cane workers live. The conditions in the bateyes are deplorable- there are 5-10 people living in run-down 1-room shacks, there is no electricity or clean running water, and the workers cut sugar cane all day, but only make approximately \$5 a day. Students will be working with the Good Samaritan Hospital to provide a variety of services, such as medical care, children's education, construction, and a water filter program.

Ithaca Free Clinic Video

This project will allow students from Cornell University to work closely with members of the Ithaca Health Alliance/Ithaca Free Clinic, and the surrounding Ithaca community who are striving towards the common goal of improving access to healthcare services. By implementing this

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proposal, students will gain unique insights into the needs of local community members as well as valuable experience in the workings of the health care system.

Ithaca High-School College Tour

The Mentorship Program for Young Men & Women, a Cornell student run organization, aspires to motivate under-represented students to achieve higher levels of education through a college tour experience. These students, who do not readily have access to resources necessary to explore colleges on their own, will be given the opportunity to tour numerous campuses in the Maryland and D.C. area. This project intends to inspire these under-represented students to achieve educational success by demonstrating that anything is possible.

Dancing through Rhythm

Dancing through Rhythm is devoted to raising cultural awareness and appreciation of the arts via dance. This program, featuring tap and African dance classes will be held at the Southside Community Center for children in order to teach various dance techniques, and inform the participants of the cultural significance behind the dances. This fun and interactive learning environment will increase kids' knowledge of the cultural history while also promoting diversity inclusion and multiculturalism.

Men of Color Council

For seven years, The Men of Color Council has held their annual Men of Color Conference, which has consisted of workshops, and focused primarily on helping males of minority status adequately prepare for excellence at Cornell and life thereafter. This year the Men of Color Council will expand upon its mission by working with the African-Latino Group at Ithaca High School to organize programs geared towards personal growth and success in college. Through this partnership the Men of Color Council hopes to be a positive mentoring force and create lasting sustainability that will have an influence for years to come.

Campus Fluorescent Light Bulbs (CFL)

CFL Cornell is a nonprofit student organization whose ultimate goal is to change every light bulb on Cornell's campus and the surrounding community from energy inefficient incandescent bulbs to energy efficient compact fluorescent light bulbs (CFLs). The grant is working to limit

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energy use at Cornell and increase sustainability by providing fluorescent light bulbs and educating students about how a CFL bulb can reduce carbon emissions as well as conserve electricity.

2008-2009

Community Outreach for Ithaca Free Clinic

Recognizing the lack of healthcare in Tompkins County, the Ithaca Health Alliance created the Ithaca Free Clinic (IFC), providing 100% free medical care to the uninsured and underinsured residents of Tompkins County and the surrounding communities. This group of students seeks to expand the capacity of the IFC by organizing community outreach campaigns with fundraising events and public health education initiatives.

Connecting Communities: from Scrap Metal to Ghana Pedal

In rural Ghana, a single bicycle can change a person's life, making transportation easier, faster, and more affordable. This student-initiated project, in conjunction with the local organization Recycle Ithaca's Bicycles (RIBs), will combine the efforts and resources of the Ithaca and Cornell community to collect bicycles, break them down, and ship them overseas to the Village Bicycle Project in Accra, Ghana.

Cornell/Chira Island Program

This service-learning trip is a collaboration of students, Cornell faculty, and residents of Isla de Chira in Costa Rica to address economic development issues in the community. This three week trip will allow students and residents to collaborate on projects that address social and economic issues, provide education and resources that will allow for long-term growth and opportunities in the community, and provide a cross-cultural learning experience for both students and residents.

Cornell Urban Mentorship Initiative

This project aims to address educational and social injustices in the NYC school district by creating a mentorship program between Cornell students and middle school students from a New York City public school. The purpose of the project is to foster long-standing relationships between both groups of students, and to provide positive role models for urban youth.

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Cover Africa

Cover Africa is dedicated to fighting malaria in sub-Saharan Africa. Cover Africa is grounded on three initiatives: awareness, prevention, and distribution. This year the group will be returning to Ghana on a service-learning trip that will allow Cornell students to explore relief work and global health, experience a new culture, and continue their commitment to the fight against malaria.

Crayon Carnival - Go Green Project

This group of students seeks to bring awareness of environmental issues by reaching out to the community that has the power to affect the most change - our children. The project will engage both Cornell students and local Ithaca children in environmental awareness and education, and will culminate in a day-long carnival in the spring that will bring both groups together to display their achievements and knowledge of how to make our communities more environmentally friendly.

Historically Black Colleges and Universities College Fair

This project will take Ithaca High School students to an HBCU College Fair with the purpose of showing students the multitude of higher learning options out there. Mentorship between Ithaca High School students and Cornell students will provide further encouragement and guidance for these students. In addition, IHS students will be able to interact with the various representatives from the different colleges to get their questions answered.

Ocotal Sustainability Project

This winter break a student-initiated academic international service-learning trip will work to create a water treatment program that will make clean water more accessible to the residents of Ocotal, Nicaragua. This three week service-learning trip is an effort to address issues of inequality in Nicaragua by working with local community members to improve their resources.

Women's Opportunity Center Career Development

A group of Cornell students, in conjunction with the Women's Opportunity Center, will provide assistance, guidance, and resources for women facing unemployment in the Ithaca area. The

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project includes hosting a workshop with women to provide career development skills and the necessary tools to be able to find employment, even in times of economic downturn.

GRANT APPLICATION

Applications due Friday, October 16, 2015 @ 5p

What is the Community Partnership Funding Board?

The Community Partnership Funding Board (CPFEB), a student run program of the Public Service Center, seeks to foster student leadership and social responsibility by providing an opportunity to take action against social problems. The CPFEB assists students in developing grassroots community action projects and administers grants to make these projects possible. Funding is determined by project feasibility and compatibility with the Community Partnership Philosophy Statement.

About the Grant

The Community Partnership Funding Board grants up to \$2000 per project. These grants are available one time during the academic year for projects both in the Cornell community and throughout the United States. Applicants must incorporate into their projects the five components of the Community Partnership Funding Board Philosophy Statement listed below. While each project may contain a different approach to these points, each student is obligated to address them thoughtfully when planning their projects. Applicants are strongly encouraged to attend one of the information sessions and to contact the CPFEB with any questions regarding their proposal.

PHILOSOPHY STATEMENT CHECKLIST

SOCIAL RESPONSIBILITY – Taking informed action to tackle social problems

- Attack societal inequities and injustices through community and student empowerment
- Address root cause of social problems effect lasting improvements in the quality of life of individuals or groups

STUDENT MANAGEMENT – Augmenting student leadership, creativity, and energy

- Foster student leadership by enabling students to take an active role in planning, coordinating and implementing projects benefit from the coordination of multiple financial resources, where available

PARTNERSHIP – Uniting students with community members

- Encourage people to work with each other and empower others to help themselves
- Build a mutually beneficial relationship between students and community members
- Better understand and improve conditions of the historically disadvantaged

EDUCATION – Partnership for service learning

- Address a need for further education in one or more target audiences (e.g. students, community members, etc.)
- Explore and develop creative problem solving techniques
- Apply knowledge from coursework and other university resources to practical and wider concerns

EVALUATION – Thoughtfully assessing the project and its effectiveness

- Plans to include feedback from community members
- Create reflection tools for students to reflect on personal performance in project
- Assess strengths and weakness of project and try to improve upon them
- Include a description of evaluation process that will be utilized or an example of an evaluation tool (e.g. survey, checklist, etc.). Assessment methodology and results must be presented both at the April reception and in the final grant report.

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INSTRUCTIONS

Return two (2) hard copies of your project application to the Public Service Center and submit one (1) via email to cpfb@cornell.edu.

PART I - APPLICANT INFORMATION

Name of Project: _____

Amount Requested: \$ _____

Primary contact name: _____

Local Address: _____

E-mail: _____ Phone: _____

College: _____ Year: _____

Major: _____

Additional contact name: _____

Local Address: _____

E-mail: _____ Phone: _____

College: _____ Year: _____

Major: _____

Associated Student Group: _____

Local Address: _____

E-mail: _____ Dept/College: _____

Associated Community Agency: _____

Local Address: _____

E-mail: _____ Phone: _____

Part II – Letter of Support

Please attach a **letter of support** from your contact in the associated community. The purpose of this letter is to ensure that the targeted community is aware of the intended project and is in support of it. The agency or intended community needs to explain in detail why they give their support.

Please also attach a **letter from your faculty advisor** stating specifically their engagement and involvement in the project and what educational outcome and/or academic support students will receive (if applicable).

Part III - Project Proposal

1. Abstract: In 500 words, describe your project.

2. Philosophy Statement: Concisely explain how your project meets each of the following components of our philosophy statement (1 page):

- Partnership
- Student Management
- Social Responsibility
- Community Impact
- Education
- Evaluation

3. Participants: List ALL participants in this project other than the main contacts.

4. Budget: Prepare an itemized budget detailing how the funds from this grant will be used.

- Overall Plan (All additional funding sources excluding CPF B grant)
- Detailed (broken down into specific items and where the items will be purchased)
- Accurate (prices cited are indicative of actual cost)
- Meets Guidelines (conforms to Cornell/CPF B funding guidelines)
- Projected date of Purchase

5. Time Line: Create a timeline that outlines both the planning and implementation stages of the project.

- Detailed (includes specific dates of implementation)
- Organized
- Realistic

6. Project Impact & Continuation: Please tell us how your project will continue once you have used your funds.

7. Please tell us how you heard about the Community Partnership Funding Board.

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CPFB Funding Guidelines

- a. Students can apply for grants up to \$2000 for their project.
- b. Projects must stem from students' own ideas and cannot have been implemented previously.
- c. Once the grant is given, a contract will be provided with thorough details of grant requirements and with set deadlines. Adherence to the contract determines continuation of the grant.
- d. Meetings will be held on a regular basis with an assigned CPFB accounting contact at which reports and original receipts will be handed in. Original receipts (no exceptions) must be submitted to prove appropriate use of grant. Tax is not covered by the grant so tax-exempt forms must be used.
- e. Students are required to attend the annual CPFB Grant Recipient Reception in the spring semester where they will formally present their project to other recipients and people in the Cornell and Ithaca communities. The results of the evaluation component of the grant must be included in this presentation.
- f. A mid-year and final report on the project is required (guidelines will be given at contract grant signing).
- g. If projects are not completed, CPFB reserves the right to recover the cost of the grant in full.
- h. All funds not accounted for by original receipts must be returned to the Community Partnership Funding Board by the deadline given.
- i. Due to limited funds, there is the possibility that projects may be partially funded.

Restrictions

- **Travel:** No personal travel for the volunteers will be funded. Projects contingent on the ground transportation of the community participants may be funded.
- **Honorariums and Salaries:** No honorariums or salaries will be funded.
- **For Pay or Credit:** Projects contingent on the students receiving pay or credit will not receive funding.

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Supplemental Information

Friday, January 1, 2016

Dear Grant Recipient and Agency Contact:

This is a letter to confirm our mutual understanding concerning the terms and conditions of the 2015-2016 Community Partnership Funding Board Grant process. Please review this document carefully.

This grant, in the amount of \$2,000.00 is issued to Grant Recipient for the “Project Name” project, in cooperation with Agency Name. The following Letter of Agreement and Appendices state the terms and conditions of the grant.

Please note the major requirements of this grant:

- Attendance and presentation by the grant recipient and agency contact at the CPB Annual Reception on Thursday, April 21, 2016 (tentative date);
- A Final Report and submission of all outstanding receipts Thursday, April 21, 2016;
- A bi-weekly meeting and form submission to your CPFEB contact and submission of all *original* receipts.

Please contact your CPFEB contact **CPFEB Contact Name** with any questions or concerns. We look forward to hearing about the progress of your project.

Cordially,

The Community Partnership Funding Board

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Supplemental Information Letter of Agreement

1. General

The recipient(s) (hereafter referred to as “the Recipient”) of the Community Partnership Grant (hereafter referred to as “the Grant”) agrees to implement the activities of the project in the manner and at the time described in their Grant proposal to the Community Partnership Funding Board (hereafter referred to as “CPFEB”).

2. Payments

- 100% of funds shall be paid within three (3) weeks following the signing of this Letter of Agreement.
- Funds can *only* be used as delineated in the Budget Statement as approved by CPFEB, which is included in Appendix A. Any desired changes must be submitted in writing to CPFEB and approved *prior* to spending. Failure to notify the CPFEB prior to spending funds on non-budgeted items will result in the funds being returned to the CPFEB.
- Recipients must follow the funding guidelines in Appendix C.

3. Grant Requirements

- Attendance and presentation at the CPFEB Annual Reception on Thursday, April 21, 2016 (tentative date);
- A Final Report and submission of all outstanding receipts by Thursday, April 21, 2016;
- A bi-weekly meeting with your CPFEB contact and submission of all *original* receipts.
- In addition, submission of bi-weekly reports are required.

4. Delays

If a delay occurs in the performance of the project activities described in the Grant proposal, it is understood that the Recipient is solely responsible for the completion of the project and that CPFEB is in no way liable for the proposed program. If the Recipient cannot complete the project, it shall return any unused portion of the Grant funds to CPFEB. If delays occur, CPFEB needs to be notified immediately. Failure to notify CPFEB of these delays will result in a revocation of all funds.

5. Project Changes

The Board agrees to fund the project as it was specifically outlined in the Grant proposal. The Recipient, then, agrees to submit in writing any and all changes in the project to the Board for approval before implementing these changes. Submissions of altered Grant proposals may result in a reallocation of funds.

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6. Public Acknowledgment

The agency contact agrees to acknowledge the grant in a letter on agency letterhead. This helps CPFEB to ensure future funding for our grants. In addition, the Recipient and Agency agree to include the following phrase in media publicity or informational materials about its project:

“Funded in part through a grant from the Community Partnership Funding Board,
a program of the Cornell University Public Service Center”.

Furthermore, proof of public CPB acknowledgment must be presented in the final report.

7. Subcontracting

No subcontracts are permissible without prior written consent of CPFEB.

8. Disclaimer

The activities of the recipients are not those of CPFEB or of Cornell University, its officers, employees, trustees, or their agents, who expressly disclaim any and all responsibility and/or liability, financial or otherwise, pertaining to the recipient and/or this grant.

I have read the requirements listed above and understand the grant process and the responsibilities and roles of the Recipient and other involved parties.

Project Name

Grant Recipient, Project Contact

Date

Name, CPFEB Contact

Date

Name, Agency Contact

Date

Joyce Muchan, CPFEB Advisor

Date

Appendix A

The implementation of the grant proposal must follow the guidelines as stipulated below. Please contact the Community Partnership Funding Board with any questions or concerns regarding their revisions or guidelines.

Community Partnership Funding Board Grant: Project Budget Statement

Appendix B

Interim and Final Reports

The guidelines described in this appendix must be applied to the Final report submitted by the Recipient to the Community Partnership Funding Board (CPFEB). The report must include the following parts:

- A Narrative Report; and
- A Financial Report.

The Final Report is due by April 21, 2016. The report may be submitted before this date.

Narrative Guidelines

The narrative report should be evaluative of the experience and must include the following items:

- A report of accomplishments (for Final Report) or of progress (for Interim Report);
- A description of the use of funds;
- A timeline of the project, including reasons for delay (if any);
- Changes the project has undergone (if any).
- The project's demographics, including the number of participants and beneficiaries;
- The number of indirect and direct service hours generated;
- An evaluation of the project including data tracking community impact. A copy of this evaluation must be submitted to CPFEB for approval before use.
- An evaluation of the project from the agency.

Any additional information such as reflections on the project or community and student feedback is encouraged, as well as any visual record such as photographs or a video.

Financial Guidelines

The financial report should include:

- A financial statement listing all expenses;
- Copies of all original receipts organized, placed in an envelope, and stapled to the financial statement
- An explanation of budget discrepancies (if any).
- All current (original receipts) should be given to CPFEB contact during weekly meetings if any purchases have been

Appendix C

University Cash Advances

A university cash advance is issued in the form of a check from the Office of the Vice President for Financial Affairs. You must submit proof of expenditures in order to be reimbursed. *Original detailed receipts are required.* Copies will not be accepted. Alteration of receipts will be reported to the University Audit Office and may result in disciplinary action. Failure to properly account for project expenses will result in suspension or the cancellation of advance privileges and/or the deduction of the advance amount from future reimbursements. A check will be written and sent to the Public Service Center where you may pick it up in the presence of a CPF Board member.

Receipts

You must keep all receipts and submit them personally to the CPF Board Accountant, who is a member of the Board. The accountant for 2015-16 is Jonathan Bochicchio (jbb283@cornell.edu). He will establish regular office hours for the purpose of collecting receipts and answering related questions. Grant recipients are required to meet with him once a week.

Your Personal Responsibility

You are personally responsible for the good-faith implementation of your project. Any funds advanced to you may only be used for project-related purposes as specified in Appendix A or by the board. You must return any money not used, as well as any money that is not spent on project-related purposes must be returned to the Community Partnership Funding Board. Money you spend in violation of this contract must also be returned at the Board's request. In the case of non-cooperation, Cornell University is prepared to recover the grant amount through your account with the University Bursar.

Non-Reimbursable Expenses

You will not be reimbursed for the following expenses:

- additional insurance on rental vehicles
- airline upgrades
- airline club membership dues
- annual fees for personal credit cards
- auto locksmith charges
- barbers and hairdressers
- car washes
- clothing (i.e., socks, pantyhose)
- credit card delinquency fees/finance charges

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- expenses for travel companions/family (unless approved by Dean or VP)
- expenses related to vacation or personal days while on a business trip
- flowers
- health club facilities, saunas, massages
- in-flight telephone charges
- kennel fees and pet care for pets while on travel status
- loss/theft of cash advance money or university-paid airline tickets
- loss/theft of personal funds or property
- lost baggage
- magazines, books, newspapers
- mini-bar refreshments
- monthly service charges for personal cellular phones
- movies (including in-flight and hotel in-house movies)
- non-compulsory insurance coverage (annual fee)
- optional travel or baggage insurance;
- parking or traffic tickets
- personal accident insurance;
- personal entertainment, including sports events
- personal property insurance
- personal calls on cellular phones
- personal telephone calls in excess of daily limit
- personal toiletries such as toothpaste, toothbrush, etc.
- personal postage costs, including postcards
- rental car upgrades
- routine car maintenance/tune-ups
- shoeshine
- souvenirs/personal gifts
- tobacco products

This list of non-reimbursable expenses is intended to be representative not comprehensive.

Eligibility for Exemption from New York State Sales Tax

You are eligible for exemption from New York State sales tax if you are purchasing items for your project. You must present a properly completed New York State Exemption.

You will NOT be reimbursed for any sales tax that you paid for items which could have been purchased under tax exemption.

Misuse of Exemption Certificates

Do not use exemption certificates for personal purchases of any kind or for purchases made through an agency account. Misuse of the certificate is a serious offense that could result in the

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revocation of the university's sales tax exemption. Disciplinary action may be taken against you if you misuse the exemption privilege.



Cornell University
Public Service Center



100 Barnes Hall, Ithaca, NY 14853-1801, cpfb@cornell.edu

Budget Change Request

Please indicate both your old budget and the new budget in the boxes below.
For every new or revised item proposed, please attach an explanation for the change.
Submit this form to cpfb@cornell.edu and/or your CPFB grant contact.

Old Budget			New Budget		
Item	Source	Price	Item	Source	Price
Total		\$0.00	Total:		\$0.00

Explanation for Change



Cornell University
Public Service Center



100 Barnes Hall
Ithaca, NY 14853-1601
(607) 255-3836
cpfb@cornell.edu

Bi-Weekly Grant Progress Report

Grant:

Organization:

Submitted By:

Date:

1. Please list major tasks to be completed for the next two weeks.

|

2. Are you on target with your timeline? Are there any problems (major or minor) that you are experiencing?

3. How much money have you spent, on which budget items?

4. Is there anything that CPB can assist you with?