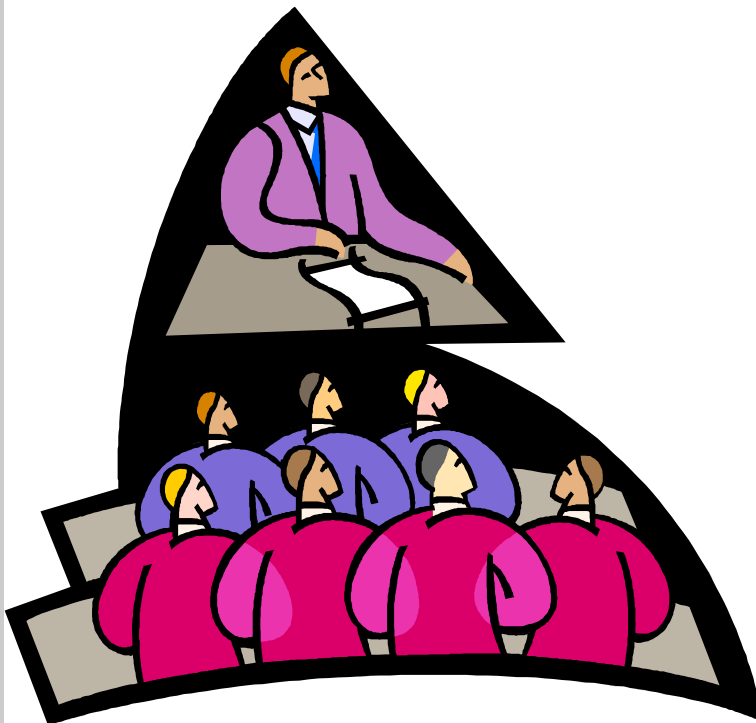


Community/University Partnership Project (CUPP)

2010 Academy
Training
Series



2010 Academy Training Series

About CUPP

The mission of the Greater Rochester Area Community/University Partnership Project (CUPP) is to strengthen the capacity and ability of Rochester area organizations that primarily seek to initiate the organizational, systems, and policy changes needed to address the root causes of health, social, and economic inequalities, particularly related to the underlying issue of poverty, through collaborative, comprehensive, and holistic efforts that seek to empower individuals and organizations.

The Academy Training Series

Individuals from community groups, local nonprofits, faith-based organizations, and local colleges and universities are invited to participate in the Academy, which is a series of training sessions designed to build capacity for established and grassroots nonprofit organizations in the Greater Rochester Area.



** Training facilities and planning for the Academy are provided through the sponsorship of Nazareth College **



Workshop Offerings



Workshop Title	Date/Time
Introduction to the Community/University Partnership Project Academy	Monday, February 22, 4-6pm
Making A Difference: Community-Academic Partnerships to Advance an Organization's Programmatic and Community Goals	Wednesday, March 10, 4-6pm
Engaging the Community as a Community-Based Organization	Wednesday, March 24, 4-6pm
Fundamentals of Community Organizations: Mission, Vision, and Values	Monday, March 29, 4-6pm
Collaboration: From the Grassroots Up & Facilitation of Prospective Partnerships	Wednesday, March 31, 4-6pm
Incorporating and Becoming a 501(c)(3) Tax Exempt Organization	Wednesday, April 7, 4-6pm
Fundamentals of Web Development and Design	Monday, April 12, 5-7pm
Strategic Planning and Outcome Management	Tuesday, April 20, 4-6pm
Running Effective Meetings	Monday, May 3, 4-6pm
Budgeting and Fiduciary Responsibilities	Wednesday, May 5, 3-5pm
Developing a Sustainable Financial Plan	Monday, May 10, 3-5pm
Introduction to Program and Practice Evaluation	Monday, May 17th, 4-6pm
Service Learning: A Snapshot	Wednesday, May 19, 4-6pm

Workshop Descriptions

Introduction to the Community/University Partnership Project Academy

Monday, February 22, 4-6pm

Golisano Academic Center 151

Facilitator: Bill Benet, CUPP Director

This workshop will introduce the participants to key concepts that underlie the Academy and potential community/campus partnerships. The course will introduce the underlying principles of Community Based Participatory Research, and other elements of community/campus partnerships. It will introduce ways the organizations can use the Academy process to *improve the lives of the people and communities* they serve and *reduce or eliminate the underlying societal problems* (e.g., the root causes of health, social, and economic inequalities, particularly related to the underlying issue of poverty) that contribute to the individual and community needs that the Academy organizations seek to address.

Making A Difference: Community-Academic Partnerships to Advance Organization's Programmatic and Community Goals

Wednesday, March 10, 4-6pm

GAC 151

Facilitators: Ann Marie White, U of R Medical Center and Pat Merle, Step-By-Step

The class will introduce how community members and organizations can collaborate with academic partners to advance common goals for real and sustainable changes, specifically by integrating systematic approaches to learning (i.e., research) within their efforts to serve and strengthen broader communities of interest.

Engaging the Community as a Community-Based Organization

Wednesday, March 24, 4-6pm

GAC 21

Facilitators: Jed Metzger, Nazareth College

This hands on and interactive seminar will focus on assisting organizations to capture the assets of their intended service community in order to promote the work of the organization. In every community there are untapped assets, this seminar is designed to help uncover those assets and strategically put them to use.

Workshop Descriptions

Fundamentals of Community Organizations:

Mission, Vision, and Values

Monday, March 29, 4-6pm

GAC 151

Facilitators: Len Erb, Roberts Wesleyan College

This course is the first part of a three-part series. All three parts will provide a practical approach to strengthening an organization consistent with client needs, resources/funding available, and collaborating with other community organizations. Participants will learn to identify their organization's mission, vision, and values, develop mission and vision statements, and begin drafting a Strategic Plan.

Collaboration: From the Grassroots Up & Facilitation of Prospective Partnerships

Wednesday, March 31, 4-6pm

GAC 151

Facilitators: Garry Manuel- Project URGE, and Tom Ferraro- Foodlink

Discover how collaborations can assist your organizations in regard to sharing expertise, finances, gifts, volunteers and building stronger alliances toward achieving goals. Students participating in this course will learn aspects of coalitions (purpose, networking, etc.), characteristics of partners (common cause, communication, etc.), the importance of CBO & FBO coalitions, issues that can arise, building and strengthening the coalition, and overcoming problems.

Incorporating and Becoming a 501(c)(3) Organization

Wednesday, April 7, 4-6pm

GAC 151

Facilitator: Len Erb, Roberts Wesleyan College

This course will lead you through the basic steps of incorporating and becoming a 501(c)(3) organization, including choosing the size of the board, type of corporation, and the development of bylaws and articles. It will also cover the common mistakes made by new 501(c)(3) organizations.

Fundamentals of Web Development and Design

Monday, April 12, 5-7pm

GAC 53

Facilitator: Nicholas Coulter, East House

This course will provide you with a general understanding of developing a website, how to market a website, and begin to brand your organization using technology. Web development can be a complex process and this course will take the edge off and provide local resources to get your ideas off the ground.

Workshop Descriptions

Strategic Planning and Outcome Management

Tuesday, April 20, 4-6pm

GAC 151

Facilitator: Aaron Wicks, Action for a Better Community

Using a curriculum developed by a national network of community action agencies, this course will provide the fundamentals of the strategic planning process and the key principles of outcomes management. The course covers the development of mission and vision statements, the role of the customer, the conduct of needs assessments, the development of strategies and the design of outcomes and measures that will allow one to track progress against the plan.

Running Effective Meetings

Monday, May 3, 4-6pm

GAC 151

Facilitator: Brittany Campese, New York Campus Compact

Running effective meetings is an interactive workshop that is designed to help you maximize meeting attendance and effectiveness. In this workshop, attendees will learn the basics of planning and facilitating small to medium-sized group meetings. This program is ideal for anyone who has ever attended an unproductive meeting, and would like to learn how to transform those meetings in the future. It is also relevant to those who would like to facilitate productive conversations among groups of people.

Budgeting & Fiduciary Responsibilities

Wednesday, May 5, 3-5pm

GAC 151

Facilitator: Kathy Lewis, University of Rochester

This will be an interactive class with discussion based on current budget questions and dilemmas faced by participants' organizations. Topics include how to build and monitor a small agency or program budget, and how and where to get help. Samples will be distributed of a simple budget template, a mid-year financial statement, and a sample budget justification.

Workshop Descriptions

Developing a Sustainable Financial Plan

Monday, May 10, 3-5pm

GAC 151

Facilitator: Kathy Lewis, University of Rochester

This workshop will explore current financial sustainability dilemmas faced by participants' organizations and possible strategies to ensure sustainability. We will discuss the pros and cons of various revenue sources and entrepreneurial approaches, as well as the role of expense control in a sustainability plan. Samples will be distributed of a template that can be used for sustainability planning.

Introduction to Program and Practice Evaluation

Monday, May 17, 4-6pm

GAC 151

Facilitators: Leanne Charlesworth and Pamela Viggiani, Nazareth College

This course exposes participants to basic evaluation terminology and tools useful in building the knowledge and skills required to develop organizational effectiveness and obtain outside funding. Provides local examples and facilitates self-assessment of opportunities to integrate research and evaluation into participants' organizational and community contexts.



Service Learning: A Snapshot

Wednesday, May 19, 4-6pm

GAC 21

Facilitator: Marie Watkins,
Nazareth College

This course will introduce participants to the components of Academic Service-Learning, share the benefits for both students and organizations, and provide examples of successful community-university Service Learning collaborations.



Register Now!

How to register:

Email, call, or mail the following information at least 48 hours before each workshop:

your name, email address, phone number, affiliation, and the workshop title(s).

Email

mkruege0@naz.edu

Call

(585) 389-2449

Mail

Matt Krueger
Nazareth College
4245 East Avenue
Rochester, NY 14618

In-Person

Nazareth College
Golisano Academic
Center, Room 129

If you or someone you know would be interested in being a presenter for next year's academy, please call **585-389-2449**.

**** Important Information ****

Workshop Cancellation:

You will be notified if a course is cancelled. CUPP offers each course based upon community interest, determined by advance registration. We reserve the right to cancel a course if there is insufficient enrollment. To avoid disappointment, register early - and register with a friend, colleague, relative or spouse!

All workshops are taught at:

Golisano Academic Center
Nazareth College
4245 East Ave
Rochester, NY 14618
(see workshop descriptions for specific room)

Free parking is available in designated lots. See campus map: <http://www.naz.edu/campusmap/2.26-CampusMap&Legend-2.09.pdf>

We are grateful to be able to provide these workshops for free. Thank you to all of the facilitators who are contributing their free time, to Foodlink for the refreshments, and to Nazareth College and AmeriCorps for coordinating and hosting the Academy.