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## **Rental Fees for Meeting/Event Space**

The Robert J. Jones Urban Research and Outreach-Engagement Center (UROC) in North Minneapolis links the University of Minnesota in vital public partnership with urban communities to advance learning, improve quality of life, and discover breakthrough solutions to critical problems.

The University's UROC building on Plymouth Avenue provides a home for many programs and also offers meeting space to University and community groups whose work is aligned with UROC's mission. To maintain a high-quality collaborative facility while at the same time stewarding resources effectively for core programs, the UROC must charge minimal fees for use of meeting/event spaces.

UROC has intentionally kept rental fees as modest as possible. Space will continue to be available without charge to University groups as well as to community groups, with direct involvement in current UROC-affiliated programs, for activities related to their collaboration. All other uses will incur a charge. Rental fees ensure that UROC maintains a high quality facility with well-maintained grounds, free parking, a community gallery space, and three (3) rooms with audio/visual/technology resources.

### **Room 105 (Event)**

**Size:** 2,000 sq. ft.

**Available Capacity:** 115. **Actual Capacity Due to Parking Restrictions:** 100.

**Includes:** Use of computer, LCD projector, podium and lavalier microphone, 10 7-ft. tables, 1 5-ft. table, 3 4.5-ft. tables, 240 chairs\*\*

- Activities of University/community groups or organizations directly related to UROC-affiliated programs: \$0 / no charge
- Community, educational, governmental, health, small business, nonprofit organizations, or University groups (budgets under \$250,000): \$30/hour; 6 or more hours: \$150/day
- Community, educational, governmental, health, small business, or non-profit organizations (budgets over \$250,000): \$50/hour; 6 or more hours: \$220/day
- Corporate: \$100/hour; 6 or more hours: \$400/day

### **Room 107 (Classroom)**

**Size:** 840 sq. ft.

**Available Capacity:** 49. **Set-up Capacity (at tables):** 30.

**Includes:** Use of smart board, LCD projector, white-board screen 18 5-ft. tables, 30 chairs\*\*

- Activities of University/community groups or organizations directly related to UROC-affiliated programs: \$0 / no charge
- Community, educational, governmental, health, small business, nonprofit organizations or University groups (budgets under \$250,000): \$20/hour; 6 or more hours: \$100/day
- Community, educational, governmental, health, small business, or nonprofit organizations (budgets over \$250,000): \$40/hour; 6 or more hours: \$180/day
- Corporate: \$80/hour; 6 or more hours: \$350/day

**Room 125 (Boardroom)**

**Size:** 384 sq. ft.

**Capacity:** 18

**Includes:** Use of computer, LCD projector, 6 5-ft. tables, 16 conference chairs\*\*

- Activities of University/community groups or organizations directly related to UROC-affiliated programs: \$0 / no charge
- Community, educational, governmental, health, small business, nonprofit organizations, or University groups (budgets under \$250,000): \$10/hour; 6 or more hours: \$50/day
- Community, educational, governmental, health, small business, or nonprofit organizations (budgets over \$250,000): \$20/hour; 6 or more hours: \$100/day
- Corporate: \$60/hour; 6 or more hours: \$300/day

**\*\*Notes for all rooms:**

- *Additional charges will accrue if actual use exceeds reservation time.*
- *Conference phone (local dialing) and/or laptop available upon request.*

**Cancellation Policy**

Confirmed events that are cancelled are subject to the following charges:

- Ten (10) business days before event: 50% of room fee
- Five (5), or fewer, business days before event: 100% of room fee

Please cancel reservations by e-mailing [urocinfo@umn.edu](mailto:urocinfo@umn.edu) or calling 612-626-8762.