

# Community Engagement

Center for Innovative & Engaged Learning Opportunities

**Interdisciplinary Community Learning Project & Research Grants - \$5,000**  
Supporting Community Engagement Course Projects in the 2008-2009 Academic Year

## GUIDELINES

The purpose of this grant is to support two or more faculty<sup>1</sup>, who are implementing a single Community Engagement project in the 2008-09 academic year.

### Proposal Requirements:

Faculty must submit a complete proposal to Community Engagement by **5:00 p.m., Friday, May 30, 2008.**

The proposal must consist of the following components:

1. A **one paragraph** description of the community engagement project (this will be used to publicize awarded projects).
2. A **two- to four-page** narrative outlining the overall goal(s) for the project, key objectives, actions, and desired Student Learning Outcomes. The narrative must show:
  - A. Course(s) and faculty members who will be involved in the project;
  - B. How the course(s) will meet the five community learning criteria below:
    - Involve students in substantive, ongoing community learning activity that is directly integrated into the curriculum in a significant way;
    - Develop the community learning component cooperatively with community partners so that it meets needs identified by the community;
    - Prepare students for their work in the community;
    - Require systematic and regular reflection, reporting and assessment of community learning experience - both with faculty and with other students (e.g., reading assignments, journaling, submitting a final paper that synthesizes the community learning experience, and oral presentations);
    - Assess the impact of the community learning component;
3. A completed **Budget Form** (included in the *Application Coversheet* on reverse).
4. Endorsement by the department chair (signature on the *Application Coversheet* on reverse).

### Awarded Faculty Must:

1. Attach a completed copy of the community engagement course(s) syllabus;
2. Highlight the community-learning project at the Annual Community Engagement Faculty Symposium (**scheduled for Wednesday, April 22, 2009**), as well as at other campus and community events and regional and national conferences.
3. Submit a **two- to four-page** report at the end of the course period, including the following:
  - A. Summary of the work accomplished through the community engagement projects;
  - B. Highlights and challenges overcome during the course of the community engagement project;
  - C. Perceived impact on the community served by the project;
  - D. Recommendations for enhancing the community engagement project, and
  - E. Assessment of Student Learning Outcomes, including pre- and post-evaluations

### Award - The Number of Grants Awarded is Contingent upon Approval of the 2008-2009 Budget

The expectation is that **at least \$1,000 of the grant award will be used to fund expenses of the community partner** in direct support of the on-site activity and that this expenditure will be confirmed by the community partner in the form of an invoice to be provided to Community Engagement. Funds can be used to purchase materials for the community learning project or course, or to hire a graduate student assistant. **Funds are not available for faculty release time.**

Grant Application on Reverse

## Community Engagement

<sup>1</sup> Faculty must be teaching in different departments, but may be from the same college.

**Interdisciplinary Community Learning Project & Research Grants - \$5,000**  
Supporting Community Engagement Course Projects in the 2008-09 Academic Year

**APPLICATION COVER SHEET**

Colleges: \_\_\_\_\_

Departments: \_\_\_\_\_

**Faculty Submitting Proposal (must include at least 2 faculty from different disciplines):**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

CSUN ID: \_\_\_\_\_ CSUN Mail Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Course Title: \_\_\_\_\_ Course Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

CSUN ID: \_\_\_\_\_ CSUN Mail Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Course Title: \_\_\_\_\_ Course Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Budget:**

TYPE OF EXPENDITURE	JUSTIFICATION	AMOUNT REQUESTED
Community Partner Stipend	Grant Requirement	\$1,000.00
Faculty Stipends		
Graduate Student Assistant(s)		
Materials & Supplies		
<b>TOTAL EXPENDITURES</b>		<b>\$5,000.00</b>

**Department Chairs' Statement of Support:**

I support the attached proposal for implementing a community learning project and I agree to support the faculty in disseminating their research to the broader academic community via professional publications and conference opportunities.

\_\_\_\_\_  
Academic Department Department Chair: (Print or Type Name)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

\_\_\_\_\_  
Academic Department Department Chair: (Print or Type Name)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Submit Proposal by Friday, May 30, 2008 to:**  
Community Engagement, Center for Innovative & Engaged Learning Opportunities  
California State University, Northridge, 18111 Nordhoff Street, Northridge, CA 91330-8370  
Sierra Hall - Room 443 / fax (818) 677-5935 / email: [merri.whitelock@csun.edu](mailto:merri.whitelock@csun.edu)