

Community Engagement-Service Learning

Office of Community Engagement

Service Learning Course Development Grants - \$1,000
Supporting Service Learning Course Development for the 2014 – 2015 Academic Year
Applications are Due Monday, April 14, 2014 @ 5:00 p.m.

PURPOSE of FUNDING

The purpose of this grant is to support one faculty member in revising a current course to reflect service learning pedagogy for the 2014 – 2015 academic year¹. The project **must** be developed in collaboration with a non-profit community-based organization, provide a meaningful service-learning experience for students, **and** fulfill a need defined by the community organization.

Community service-learning courses are expected to build students' civic responsibility, enhance learning through community engagement, and build the capacity of community-based organizations to meet the needs of residents in the Greater San Fernando Valley. Funded faculty are required to revise the course and implement the new syllabus during the 2014 – 2015 AY.

Applications:

A completed application consists of the three (3) items listed below. **Incomplete applications will not be reviewed.** Please submit one (1) electronic copy **or** hard copy to Community Engagement (joyce.burstein@csun.edu). Include the Application with needed signatures, Narrative, and Proposed Course Syllabi to Joyce Burstein by the closing date, **Monday, April 14, 2014 at 5:00 p.m.** **Late applications will not be reviewed.**

1. Application for Funding (Page 2):

Complete and submit the Application for Funding and attach it to the proposal narrative as the first page of your application (*Note: This information is separate from the proposal narrative described below; you must complete both sections*).

2. Narrative:

The Narrative must be double-spaced using 12-point font and not exceed three (3) pages in length. Respond to each of the questions listed below. Narratives that do not respond to the individual sections will receive lower rankings.

- a. State your overall goals for including a community service-learning project as an integral aspect of the course. Include specific student learning outcomes that you expect to see enhanced through community service-learning and the type(s) of community impact you expect to achieve through the service-learning project.
- b. Describe the proposed service-learning project idea (20-45 hours); how it involves students in a substantive, ongoing learning activity directly integrated and related to the curriculum, what community need it addresses, and identify the role of the community partner as co-educator for the course.
- c. Describe plans for course assessment and evaluation of student learning and community outcomes.
- d. Describe plans for sustaining the service-learning project within your course.
- e. List possible community partners you might engage with in this course revision.

3. Course Syllabus:

Attach your **current** syllabus for the course you intend to revise to include service learning.

Awards will be announced on May 2, 2014

*****The Number of Grants Awarded is Contingent upon Approval of the 2014 – 2015 Budget*****

¹ Special Pay Authorization Forms are required by the University to process faculty stipends; along with a Pre-Authorization form on file with Faculty Affairs. The CSU limits faculty employment to 125% of a full-time appointment.

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Applications are Due Monday, April, 14, 2014 @ 5:00 p.m.

APPLICATION FOR FUNDING

THIS FORM MUST BE COMPLETED AND ATTACHED TO THE FRONT OF THE PROPOSAL

College: 1) _____

Department: 1) _____

Faculty Information:

Name: _____ Title: _____

CSUN ID: _____ CSUN Mail Code: _____ Phone: _____

Email Address: _____

Course Title: _____ Course Number: _____

Signature: _____ Date: _____

TYPE OF EXPENDITURE	JUSTIFICATION	AMOUNT REQUESTED
Faculty Stipend	Course Revision	\$1000

Department Chairs' Statement of Support:

In signing this document, I support the attached proposal and understand that a community engagement component will be incorporated into the above-referenced course(s). I further agree to support the faculty in disseminating their research to the broader academic community via professional publications and conference opportunities.

1) Department Chair: _____
(Print or Type Name)

Signature: _____ Date: _____

2) Department Chair: _____
(Print or Type Name)

Signature: _____ Date: _____

Deans' Statement of Support:

In signing this document, I support the attached proposal and understand that a community engagement component will be incorporated into the above-referenced course(s). I further agree to support the faculty in disseminating their research to the broader academic community via professional publications and conference opportunities.

1) Dean & College: _____
(Print or Type Name)

Signature: _____ Date: _____

2) Dean & College: _____
(Print or Type Name)

Signature: _____ Date: _____

Submit Proposal by 5:00 p.m., Monday, April 14, 2014 to:

Community Engagement, Center for Innovative & Engaged Learning Opportunities (CIELO)
California State University, Northridge, 18111 Nordhoff Street, Northridge, CA 91330-8370
Sierra Hall - Room 443 / fax: (818) 677-5935 or email: joyce.burstein@csun.edu