**Community Engagement-Service Learning**

**Office of Community Engagement**

**Service Learning Course Development Grant Summer Institute - $1,000**

Supporting Service Learning Course Development for the 2015 – 2016 Academic Year

Applications are Due April 3, 2015 @ 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 2015 – 2016 academic year.[[1]](#footnote-1) 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 2015– 2016 AY during a **2-day summer institute on JUNE 2 and 3, 2015.**

**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, **Friday, April 3, 2015 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).***

1. **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.

1. 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.
2. 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.
3. Describe plans for course assessment and evaluation of student learning and community outcomes.
4. Describe plans for sustaining the service-learning project within your course.
5. List possible community partners you might engage with in this course revision.
6. **Course Syllabus:**

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

 **Awards will be announced on April 24, 2015**

**\*\*\*The Number of Grants Awarded is Contingent upon Approval of the 2015 – 2016 Budget\*\*\***

**\*\*The Number of Grants Awarded is Contingent upon Approval of the 2009-2010 Budget\*\*\***

**Community Engagement-Service Learning**

**Office of Community Engagement**

**Service Learning Course Development Grant Summer Institute - $1,000**

Supporting Service Learning Course Development for the 2015-16 Academic Year

Applications are Due April, 3, 2015 @ 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., Friday, April 3, 2015 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

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. [↑](#footnote-ref-1)