**DESCRIPTION AND GUIDELINES**

The purpose of this grant is to support a faculty member conducting community engaged research or disseminating research during the 2018-2019 academic year. **Faculty receive a research grant of up to $2000**.

If awarded, recipients are expected to

* attend a course development workshop at the Community Engagement Fall Institute November 15, 2018;
* conduct/disseminate community engaged research that aligns with the vision and mission of the Office of Community Engagement.
* provide an end-of-year report by May 2019.

The community engaged research must be developed in collaboration with a community-based organization and fulfill a need defined by the community organization. Faculty will need to conduct a phase of the research in the spring 2019 semester.

**DIRECTIONS**

1. Complete all sections of this form, including the signature page.
2. Scan/save a completed copy of your application, including the signature page, and email it to [communityengagement68@csun.edu](mailto:communityengagement68@csun.edu) by Ocrtober 15, 2018, no later than 5pm. Incomplete applications will not be considered.

NOTE: CE will host grant workshops leading up to the deadline. For more information, please email Danielle Spratt, Director of Faculty Engagement and Service Learning in the Office of Community Engagement at [Danielle.spratt@csun.edu](mailto:Danielle.spratt@csun.edu).

*PLEASE PROCEED TO THE NEXT PAGE*

**Faculty, Partner, and Course Information**

**Your Name:****Your email address:**

**Faculty ID:****Your extension:**

**College:       Department:**

**Course title (if applicable):****Catalog title if applicable (ex. LING 201):**

**Course number (ex 11027):****Term you will perform research:**

**Community Partner:**

*Note: your community partner must be identified no later than June 1, 2018. For a list of our partners, visit* [*https://app.calstates4.com/csun/sites*](https://app.calstates4.com/csun/sites)*.*

**Do you have other sources of funding for this project? If so, please list:**

**Have you ever received funding from the Office of Community Engagement Before? If so, when?**

**Have you received CSUN IRB approval?**

**Narrative**

1. **Provide a brief description of how you will use this money to conduct your research (1000 character limit):**

1. **Briefly provide any details about the research (location, dates) (1000 character limit):**

*PLEASE PROCEED TO THE NEXT PAGE*

**SUPPORTING DOCUMENTS**

**Please offer a brief description of your Community Engaged Research project here (1000 characters):**

**FACULTY SIGNATURE SECTION**

**I understand that if I am awarded this grant, I will attend a Fall Institute on November 15, 2018.**

**I understand that if I do not identify my community partner and/or service scholar by December 1, 2018, I will forfeit my ability to receive this grant money.**

**I understand that I must fill out all required forms from my department and (if applicable) IRB before receiving this award.**

**I understand that this award is taxable.**

**I understand that I will have to complete a short report in May 2019 that outlines the outcomes of this award.**

**Name:**

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

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**DEPARTMENTAL CONSENT**

**Type of Expenditure:**

**Student Scholar Stipend - $500**

**Faculty stipend for dissemination - up to $1000**

**Faculty stipend Community Engaged Research $2000**

**Faculty stipend-Disciplinary Grant-up to$3000**

**Faculty stipend-InterdisciplinaryGrant-up to $6000**

**Department Chair’s 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.

Department Chair:

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

END OF APPLICATION

Submit this application to [communityengagement@csun.edu](mailto:communityengagement@csun.edu)

By 5pm on October 22, 2018