**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 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.

*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

By 5pm on October 22, 2018