

COLLEGE OF ARTS & SCIENCES

Community Engagement Grant (CEG) Guidelines

FY 2018 APPLICATION GUIDELINES

DEADLINE: MONDAY, FEBRUARY 27, 2016 AT NOON.

Questions: Email [Lucero "Chelo" Tenorio @ lucero.tenorio@okstate.edu](mailto:Lucero%20Chelo%20Tenorio@okstate.edu)

The College of Arts & Sciences Community Engagement Grant (CEG) provides support for full-time faculty to conduct community engaged research/scholarly activities. For the purposes of this award, community engagement meets the Carnegie Foundation definition:

Community engagement involves collaboration between institutions of higher education and their larger communities (local, regional/state, national, global) for the mutually beneficial exchange of knowledge and resources in a context of partnership and reciprocity.

The purpose of community engagement is the partnership of college and university knowledge and resources with those of the public and private sectors to enrich scholarship, research, and creative activity; enhance curriculum, teaching and learning; prepare educated, engaged citizens; strengthen democratic values and civic responsibility; address critical societal issues; and contribute to the public good.

(http://nerche.org/index.php?option=com_content&view=article&id=341&Itemid=601)

For more information on the scholarship of community engagement, visit the Engagement Scholarship Consortium site: <http://engagementscholarship.org/>

Eligible Applicants

Applicants must be full-time faculty of any rank in the College of Arts and Sciences in academic year 2017-2018. Deliverable reports must have been received for previous A&S awards prior to consideration.

Award Level and Funding Period

Awards are for a maximum of \$2,500 and can be used for summer salary, research assistants, supplies, and travel. Summer salary can only be used in July or August 2017. Funds become available on July 1, 2017 and must be used by June 30, 2018.

CEG Application Format

Proposals must not exceed two, single-spaced pages.

All applicants must include requirements 1 through 6 below, and proposals must be single spaced with one-inch margins on all sides. Times New Roman 11 or larger is required. The applicant's name and department should be listed as a header in the upper right hand corner of each proposal page.

Appendices and other attachments will be returned to the applicant without consideration.

1. Proposal Title

2. Abstract (one paragraph overview of research/creative activity)

3. Project Description: approach, methods, expected outcomes, community impact, and how project will enhance your scholarly career and advance your field in the area of community engagement. For the purposes of this award, community engagement meets the Carnegie

Foundation definition: “collaboration between institutions of higher education and their larger communities (local, regional/state, national, global) for the mutually beneficial exchange of knowledge and resources in a context of partnership and reciprocity.”

4. Deliverable. An explicit deliverable may include (but is not limited to) the following: proposal to an external sponsor, new center or institute, series of seminars/presentations, on-site services, community problem solving or focus groups, service learning, journal article or book chapter, artistic exhibition or performance.

5. Budget (not to exceed \$2,500). Funds can be used for summer salary, travel, graduate assistants, and/or supplies/other. Funds cannot be moved between categories after the budget has been approved. Include in your budget anticipated and/or pending support from other source(s). Omission of a budget will cause the proposal to be returned without review.

6. Abbreviated CV (limit to two pages)

Submission Information and Deadline

Proposals must be submitted to your department head first; therefore check with your department for internal deadlines. The department head will submit all proposals as one packet addressed to Tory Lightfoot, 202 LSE, BY **NOON, ON MONDAY, FEBRUARY 27, 2017**. For questions, email Lucero"Chelo" Tenorio, Faculty Fellow for Community Engagement, at lucero.tenorio@okstate.edu

Notification of Funding Decision

Proposals will be evaluated by a panel consisting of three or more anonymous faculty. Panel members will independently review and rank each application using these guidelines.

Applicants and Department Heads will be notified of funding decisions via email around the end of March, 2016. Those accepting funds will be asked to submit a short deliverable to administratively close out the award by October 15, 2017 (summer salary) or July 15, 2018 (travel and supplies).