

Active Citizenship Grant Application 2017-18

The Center for Civic Engagement is excited to offer the opportunity for aspiring active citizens to apply for funding to offset the costs associated with community-based learning initiatives in the Charleston community. The purpose of the Active Citizenship Grant is to expand and strengthen the College's relationship with community-based organizations in the Charleston area. Grant proposals can be written by students; faculty; and staff at the College of Charleston to support both curricular and co-curricular community-based learning initiatives.

Explanation of Community-Based Learning: Community- Based Learning (CBL) refers to a number of teaching methods that stem from the premise that our communities have intrinsic educational assets and resources that lead to transformative learning experiences. CBL is founded on the notion of reciprocity and mutual relationships between community-based organizations and institutions of higher education.

Allowable Use of Funds: Costs that can be covered through the parameters of this grant include, supplies (i.e. construction tools, art supplies, food prep materials, books, etc.) related to the service initiative. Expenses of up to \$500.00 will be considered. If awarded funding, all necessary supply purchases will be made through the Center for Civic Engagement. Money will not be transferred directly to grant recipient.

Proposal narratives must meet the following criteria in order to qualify for grant funding:

- Title page
- Address a relevant need in the Charleston community
- Demonstrate research and critical inquiry into the issue addressed
- Identify specific objectives for your initiative. Your objectives should be specific, measurable, achievable, realistic, and timely (e.g. As a result of this initiative.....). These objectives should be mutually agreed upon by both you and your community partner.
- Reflect a true partnership with a local community organization and provide context for what the community partner is already doing within the Charleston community

Successful applicants will be required to: Provide documentation (e.g. pictures, a written reflection, or report) to illustrate any goals that were met following the completion of the initiative, in addition to identifying a concrete opportunity to apply the information learned on the College of Charleston campus and/or in the Charleston community.

Deadlines

Applications will be considered on a one to two-week selection cycle. All submissions must be made by 3pm on the Friday they are due. Please consider the following 4 cycle deadlines when preparing your submission:

- Submission Deadline: Friday, October 13th; Award Notifications Sent By: Friday, October 27th
- Submission Deadline: Friday, December 1st; Award Notifications Sent By: Friday, December 8th
- Submission Deadline: Friday, February 9th; Award Notifications Sent By: Friday, February 23rd
- Submission Deadline: Friday, April 13th; Award Notification Sent By: Friday, April 20th

Applications will be reviewed by a committee in the Center for Civic Engagement. Questions regarding eligibility and award procedures can be directed to volunteer@cofc.edu.

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Campus Representative Information

Grant Lead/Representative: _____

Phone: _____

Email: _____

Student organization/affiliation (if applicable): _____

Total # of students involved in initiative: _____

Organization faculty/staff advisor (if applicable): _____

Community Partner Information

Partner organization: _____

Organization mission statement:

Organization website: _____

Community representative/site supervisor: _____

Community representative phone: _____

Community representative email address: _____

Supply Needed	Possible Vendor	Estimated Cost

Proposed Cost Breakdown

Total Amount Requested: _____

I understand that if chosen as a grant recipient, I will be required to attend an orientation meeting with staff in the Center for Civic Engagement prior to the disbursement of funds, and that I will be required to submit documentation (e.g. pictures, a written reflection, or report) to illustrate any goals that were met following the completion of my initiative.

(Signature of applicant)

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Community Partner Agreement Form

Any CofC organizations, departments, community non-profits, or other organizations involved in the implementation of this proposed initiative must provide a signature below.

Organization 1: _____

I, _____, am a representative or employee of the above organization and have discussed my organization's role in this initiative with the applicants. I have read this proposal and understand the goals of the initiative and I agree to serve as the contact person/collaborator on this project.

Signature

Date

Email Address

Phone Number

Organization 2: _____

I, _____, am a representative or employee of the above organization and have discussed my organization's role in this initiative with the applicants. I have read this proposal and understand the goals of the initiative and I agree to serve as the contact person/collaborator on this project.

Signature

Date

Email Address

Phone Number

Organization 3: _____

I, _____, am a representative or employee of the above organization and have discussed my organization's role in this initiative with the applicants. I have read this proposal and understand the goals of the initiative and I agree to serve as the contact person/collaborator on this project.

Signature

Date

Email Address

Phone Number

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Application Checklist

Completed grant cover page	
Signed community partner agreement form	
Typed grant proposal narrative (minimum of 500 words)	
Complete applications must be submitted electronically to volunteer@cofc.edu	