

Salem State University
Center for Teaching Innovation
352 Lafayette Street
Salem, MA 01970

SUMMER GRANTS IN SERVICE LEARNING

Proposal deadline: Monday, May 13, 2011

The Center for Teaching Innovation (CTI) is offering five grants of \$1,000 each to **full-time, tenured or tenure-track faculty** to foster the integration of service learning into existing courses or to substantially revise current service learning courses. The civic engagement committee has defined service learning (SL) as:

“A teaching methodology in which students learn through thoughtfully organized service and structured reflection tied directly to academic objectives. Service activities, conducted with and meeting the needs of a community partner, foster civic responsibility and deepen academic understanding.”

Funds are to be used to support service learning course development. Examples of spending include the purchase and preparation of course materials and other resources associated with service learning course development, and the actual carrying out of the course. In planning your budget, please be aware that funds will be disbursed as stipend, and as such, are subject to withholding tax.

Recipients of summer grants in service learning agree to present their course to the Salem State University community through a CTI workshop and/or podcast and to present a poster at the Civic Engagement Hall of Fame event in April 2012. Grant recipients will also submit a final report of grant expenditures to the CTI by May 31, 2012.

To be eligible for a summer grant in service learning faculty members must submit a proposal to the CTI no later than Monday, May 9, 2011, at 5 pm. Please submit all proposals electronically to mbootsebenfiel@salemstate.edu. Each proposal:

- Must describe a course that will run in either fall 2011 or spring 2012.
- Must include a statement of support from the department chair and the dean indicating that the applicant will be scheduled to teach the course in the semester noted in the proposal.
- Should not exceed five double-spaced pages in length (title page would make six pages). Please use a 12-point font and one inch margins. Each proposal should consist of the following elements:

I. TITLE PAGE, INCLUDING THE FOLLOWING INFORMATION (Template is attached)

- Title of grant
- Faculty name, title and department
- Campus address, email, and phone number
- Course number/title
- How many students you anticipate enrolling in the course
- How often the course is offered
- Signature of department/program chair
- Signature of dean
- Community partner/community organization information

II. PROPOSAL NARRATIVE

A. Describe the course

What are the academic goals and objectives of the course. How are students evaluated? Are the students majors, minors, freshman, seniors, etc? What does a typical in-class session look like?

B. Describe the service component of the course

What are the goals of the community partner/organization? Describe the project. How will the project be assessed to determine how well the partner's goals were met? How will the partner be included in the assessment?

C. Describe the academic goals of the service learning project

How will the service learning experience be integrated with the academic content? Is the service learning experience optional or required? What are the projected number of hours students will spend working on their community project? How will the academic goals of the project be assessed?

D. Describe the reflective component that will be used to assist students in their ability to integrate theory and community-based practice.

How will the reflective component of the course allow for the student to examine her/ his individual perceptions and develop a sense of civic responsibility? What form will the reflection take, such as journal, paper(s), oral debriefing, artistic format, other? Describe how reflection will be assessed.

III. BUDGET NARRATIVE

Describe how the funds will be used to help you develop and implement the service learning course. Consider the following:

- Materials and supplies
- Participant support (students/community org.) (i.e. service fees, transportation cost)
- Consulting services/speakers (non-SSU)
- Development of evaluation tools/evaluation costs
- Other costs

Title of Grant

Name, Title, Department

Campus address, email, phone number

Course number and title

#students

Frequency course is offered

I support the attached application and assure that the course is scheduled to be offered by the applicant in the coming academic year.

Signature of department/program chair

Signature of dean

Community partner/community organization

Address, email, and phone number of community partner
