California | Campus Compact

Request for Applications

California Campus Compact-Community Engagement Student Fellowship

DEADLINE: Tuesday, May 16, 2017 at 4:00 pm

I. OVERVIEW

California Campus Compact (CACC) is a coalition of California's leading colleges and universities. We build the collective commitment and capacity of colleges, universities and communities to advance civic and community engagement for a healthy, just and democratic society.

California Campus Compact is pleased to announce the *California Campus Compact – Community Engagement Student Fellowship (CESF)*. CESF is 4-month initiative specifically designed to support student leaders advancing service, service-learning and community engagement at member campuses throughout the state.

II. CESF OVERVIEW - WHAT DOES CESF HAVE TO OFFER?

This 4-month fellowship is designed to support 1 or 2 students on your campus who will either 1) provide direct service; or 2) support a service-learning program; or 3) a combination of one and two. Each campus that is selected to participate in the fellowship will designate 1 or 2 students to receive a $500 scholarship for personal or educational enrichment (per student, max. 2 students) directly from California Campus Compact. This is not a grant opportunity, and there is no matching requirement for this fellowship.

Project period: September 11, 2017 – December 12, 2017.

III. WHO MAY PARTICIPATE?

To be eligible to apply and participate, your campus must be an active CACC member institution.

NOTE: *CACC Member campuses who have not participated in the CACC-CESF program previously will receive priority in the consideration of their application.*

IV. STUDENT ELIGIBILITY

To be eligible to receive this scholarship, students must:

1. Be a full-time or part-time enrolled student (undergraduate or graduate) at a CACC member institution.
2. Commit to serving a minimum of 50 hours during the program period. Hours may be spread out throughout the program period, or clustered within a shorter time frame. Service hours may be connected to a course, internship, practicum, or may be a stand-alone activity.
3. Not be receiving alternate compensation for these service hours (ie, a student could not use a paid internship as part of this scholarship opportunity).
4. Not have participated previously in the CESF program.

V. REQUIRED OBJECTIVES - IF SELECTED, WHAT WOULD MY CAMPUS BE RESPONSIBLE FOR?

CACC seeks to fund campuses that will meet the following objectives:

1. Designate a campus staff or faculty member who will identify, select, and supervise the student(s).
2. Select 1 or 2 student leaders from your campus that would become part of the cadre of CACC student fellows. Students would need to commit to serve a minimum of 50 hours from September 11, 2017 – December 12, 2017.

At the conclusion of their commitment, students would receive a $500 scholarship directly from California Campus Compact. Students must have a Social Security Number (SSN) or Tax Identification Number (TIN) to receive scholarship funds. Students must be selected no later than October 13, 2017.

3. Assign the student to engage in direct service activities; and/or
4. Assign the student to support a service program (i.e. a special project in your campus's Office of Service-Learning)
5. Share their story. Each student will be required to share their experience through a brief video (2-3 minutes) that can be shared and disseminated. Students will sign a media release so the video can be uploaded on the CACC website or other media outlets. Each student will also be required to send a letter to the President of the campus, highlighting their work through the CESF opportunity. Each student will also be required to send one thank you letter to the CACC-CESF donors whose support helps make this program possible.

VI. APPLICATION GUIDELINES

To be considered for CESF, applications must be received by CACC **no later than 4:00pm on Tuesday, May 16th at 4:00 pm.** Campuses will be notified no later than May 23, 2017. Please submit one electronic copy of the application via email to: Piper McGinley, piper@cacampuscompact.org.

Only one application per institution will be accepted. Application must be submitted by the campus's service-learning director or other student affairs director with direct supervision of the students involved.

CACC seeks applications that clearly demonstrate how you will meet the required objectives through an application narrative (2 pgs max). Incomplete applications will not be considered for review.

VII. APPLICATION ELEMENTS

1. Contact Information: Lead Contact name, title, institution name, mailing address, email and phone number.

2. 100-word abstract of proposed activities (this will be posted on our website, so please write it in a manner that can be easily understood by the general public)

3. Narrative description of proposed activities. In no more than 2 pages of double-spaced, 12-point font, please answer the following questions, in this order:

    a. Describe the pressing need(s) that your CACC Student Fellow(s) will be working on, and the impact you are hoping to make with this fellowship opportunity.

    b. Please make sure to include how you will meet the required objectives:

        i. *Select 1 or 2 student leaders from your campus that would become part of the CACC-Student Leaders project. Students would need to commit to serve a minimum of 50 hours from September 11, 2017 – December 12, 2017. At the conclusion of their commitment, each student would receive a $500 scholarship directly from California Campus Compact. Please also make sure to include if you will be asking for just 1 student fellow or 2 student fellows. How do you propose to select your student(s)? Although it is not required for this application to pre-identify the student(s) for this opportunity, if you *have* already pre-identified your student(s), please provide a one paragraph bio of the student(s) and photo, and describe why s/he was selected. *Note: The student bios do not need to be part of the 2 page maximum.*
        ii. Assign the student to engage in direct service activities; and/or
        iii. Assign the student to support a service program (i.e. a special project in your campus's Office of Service-Learning)
        iv. Share their story. Each student will be required to share their experience through a brief video (2-3 minutes) that can be shared and disseminated. Students will sign a media release so the video can be uploaded on the CACC website or other media outlets. Each student will also be required to send a letter to the President of the campus, highlighting their work through the CESF

opportunity. Each student will also be required to send one thank you letter to the CACC-CESF donors whose support helps make this program possible.

c. It is expected that the Lead Contact/Project Director or other designated campus staff or faculty will serve in some capacity as a facilitator of this experience for the student fellows of this project. Please describe what you hope the students leading this project will learn, and how you (or other designated campus staff or faculty) plan to provide support and guidance to facilitate their learning. Examples could include creating a learning plan with your students to define goals, skills to be honed and knowledge areas to be explored; meeting with your students monthly; hosting reflection sessions for the students to process their experience; or periodically checking in with students to provide guidance, training or referral to other campus resources.

**Please note that if your campus is selected to participate, we cannot guarantee that you will receive the maximum 2 slots. If selected, we will notify you if you have received either one or two fellowship slots.*

For more information: Contact Piper McGinley at California Campus Compact via phone (510-885-7618) or email (piper@cacampuscompact.org).

VIII. EXPECTATIONS OF SELECTED CAMPUSES

To foster success in developing sustainable, quality service, service-learning and civic engagement initiatives, CACC has developed a supportive infrastructure and has high expectations of each participating institution. All successful applicants must meet the following requirements as a **required condition of funding**. Note that these items do not need to be addressed in the application narrative.

1. Participate in a mandatory webmeeting hosted by CACC on Tuesday, September 12 from 10 am – 11 am. Topics will include project overview, progress report requirements, honoraria forms, crafting communication and other issues important to project success.

2. Complete required end of term survey in a thorough and timely manner. Surveys are conducted by CACC for evaluation and information purposes.

3. Acknowledge CACC in all materials used in project activities—flyers, press releases, web pages, announcements, etc. Successful applicants must acknowledge California Campus Compact with a simple reference or through use of logos.