



Service-Learning Instructional Mini-Grants

REQUEST FOR PROPOSALS

Deadlines for proposals are set for courses or research
Beginning for Fall, Spring or Summer

The Center for Service-Learning and Civic Engagement
Tennessee State University

The Center for Service-Learning and Civic Engagement is pleased to announce the availability of service-learning and/or community-based research **Instructional Mini-Grant Awards**. These grants of \$500 are available to fund the incorporation of service-learning in an existing course and/or for the implementation of community-based research projects. Grants will be awarded to faculty on a competitive basis according to the selection criteria. If additional funding is available, applications for the improvement of existing service-learning courses will be considered.

The Center for Service-Learning and Civic Engagement seeks to facilitate active, experiential education that enhances classroom learning while addressing community needs.

Selection Criteria

Faculty service-learning mini-grants will be awarded to support the following: 1) a new community-based research project; 2) evaluation of a current service learning initiative; or 3) development of a service learning component in an existing course.

Proposals will be reviewed according to the following criteria:

1. **Project Design and Student Learning Goals:** Programs must have well-defined objectives, demonstrable and realistic outcomes and a thoughtfully planned timeline. Measurement of outcomes is highly encouraged and should include feedback from partnering organization. This may include qualitative – such as focus groups or interviews – or quantitative – such as written surveys – or a mixed methods approach.
2. **Community Needs:** Service-learning courses must have a positive impact on communities outside of TSU and target a specific unmet need defined in conjunction with community members. Research, instructional products and/or presentations and publications must be an innovative contribution to the academic discipline and/or the service-learning community. Where applicable, it is highly recommended to have an initial meeting between the community partners, faculty, students and any other stakeholders such as receivers-of-service to establish honorable relationships and to make sure project details are clearly outlined.

3. **Integration of Best Practices for Community-Based Research and/or Service-Learning:** The project must demonstrate how principles related to community-based research (e.g. involvement by community; end result of research has demonstrable benefit to identified community) and/or service-learning (e.g. reciprocal relationship building with community partner, opportunities for student reflection; incorporation of academic concepts into service experience) will be integrated.

Available Funds and Size of Awards

Individual awards are \$500.00 but larger allocations may be granted on a case-by-case basis with specific explanation of need. Requests for support for previously funded projects will be considered, but priority for funding will be given to new projects and/or significant innovations of previous projects.

Application Procedures

Applications must be submitted by March 15 for Fall courses or research; October 15 for Spring courses or research; March 15 for summer courses or research. Please submit your application through the Service Learning website where the following link is also located:

https://tnstateu.az1.qualtrics.com/jfe/form/SV_6ExvzIsGONb16U

Proposal Contents

For the online application you will be asked to provide contact information, the semester and year you are proposing for the course, the name of the course, the course number, and the CRN (course registration number). You will have text boxes to:

- Describe the service learning project
 - It needs to be at least 20 hours of student work for a 3 credit hour course
- Explain how it will complement your course
- Explain your expectations for how it will enhance student learning
- Describe the potential benefits to both the student and community partner
- State the student learning outcome(s) that will be achieved through the service-learning activity
- Explain how the outcome(s) will be measured
 - It needs to be at least 15% of the final course grade
- Describe the reflection activities you will use
- Explain any specific budgetary needs
- Describe how you will ensure that students complete Evaluations of Faculty Instruction
- Attach a copy of your syllabus including the proposed service project
- Attach any other material you feel is relevant

Applications will be reviewed and notifications of awards sent by

E-mail: eschmeller@tnstate.edu
Dr. Erik Schmeller, Director
Center for Service-Learning and Civic Engagement
306 Holland Hall
615-963-7905