

# Mini-Grant Program

Missouri Campus Compact



# Eligibility:



- Missouri Campus Compact member institutions with current membership may apply (membership dues must have been received in the Missouri Campus Compact office for the 2015-2016 year...if membership for 2016-2017 is not renewed, all funds must be returned to Missouri Campus Compact).
- To confirm membership status, please contact the Missouri Campus Compact office directly.





# \$1,000 awarded for institutions:

## PROJECTS MUST:

- Seek to educate about, create, or enhance community engagement as a legitimate and rigorous form of scholarly work on a member campus
- Promote the use of service-learning or community-based learning as a teaching pedagogy
- Create or build upon civic engagement initiatives on campus for the 2016-2017 academic year
- **ONLY ONE INSTITUTION-WIDE PROPOSAL PER MEMBER INSTITUTION MAY BE SUBMITTED.**



# \$500 awarded for individual faculty/staff:

## INDIVIDUAL FACULTY OR STAFF MEMBERS MUST:

- Redesign an existing course or project to include community engagement as a teaching and learning strategy
- Develop a new course, program, or project focused on community engagement
- Conduct research with undergraduate students on the impact of service-learning/community engagement/public scholarship on students or community agencies OR
- Conduct research with a community agency for the benefit of the community agency.



\* Photo courtesy of August Jennewein, UMSL campus photographer





# Proposals must address at least one national Campus Compact priority:

- Establish meaningful, reciprocal community partnerships
- Enhance college readiness in K to 12 education
- Improve college access and retention
- Better prepare college students for their careers and for society



# Criteria for proposals:

- Reflects the values of Campus Compact

1. Civic engagement as responsibility of higher education
2. Reflective service learning
3. Transformational learning, leadership development
4. Reciprocity between higher education and communities
5. Individual, institutional, and community voices that reflect a participatory democracy

- Clearly written and outcomes described

- Dissemination plan outlined

- Fits within larger framework





# To apply:

- All proposals must be submitted in a Microsoft Word document using the application provided on the MOCC website:  
<http://missouricompact.missouristate.edu/GrantsandScholarships.htm>
- Submit proposal (using application discussed above) electronically via e-mail attachment to [MOCC@MissouriState.edu](mailto:MOCC@MissouriState.edu)



# Required items:

- The name, title, institution, address, phone number, fax number, and e-mail address of the person submitting the proposal
- A project and/or course title. Project or course title must appear in top left-hand corner of all pages
- An itemized budget of expenses (included in the proposal form) with the total amount requested clearly identified





# Required items, continued:

- A 1-2 page description of the course/project
- A signed statement of commitment to submit a final report by June 3, 2017
- Scanned signatures from the faculty member's Chief Academic Officer/Chief Student Affairs Officer (depends on reporting structure) and Chief Financial Officer



# Sample budget:

No portion of the grant dollars awarded is to be used for the purchase of office equipment. Examples: laptop, desk top computer, tablet PC, computer software, or office furniture

**ALL UNUSED FUNDS MUST BE RETURNED TO MISSOURI CAMPUS COMPACT.** Funds must be used for the submitted project. Funds are not transferable to other projects.

ITEM		FUNDS REQUESTED
1. Travel		
In-State		
Out of State		
	Subtotal	
2. Supplies		
General		
Printing		
Postage		
	Subtotal	
3. Services		
Online Services		
Library		
Other		
	Subtotal	
4. Other (Specify, using another page if necessary) (e.g., honoraria, meeting space, etc.)		
	Subtotal	
	GRAND TOTAL	





# Evaluation process:

- A three person committee consisting of the Executive Director and Program Coordinator of Missouri Campus Compact and at least one representative from outside the Missouri Campus Compact office will evaluate and award the grants\*.
- Announcement of the committee's decisions and the awards will be made May 16, 2016 via e-mail.

\*An awarded application requires the grantee to acknowledge Missouri Campus Compact as the granting agency on all grant related materials.



# Deadlines:

- Electronic proposals must be submitted by end of business day on April 29, 2016.
- **REQUIRED:** *scanned signatures* (from the faculty member's Chief Academic Officer/Chief Student Affairs Officer-*depends on reporting structure*-and Chief Financial Officer) must be submitted as a separate attachment in *same email* as proposal.





# Final report:

- A final report (using a provided report form) must be submitted detailing the use of the funds, including expenses, all outcomes and original receipts and or invoicing. The report form is available on the MOCC website at:
- <http://missouricompact.missouristate.edu/GrantsandScholarships.htm>



# Final report:

Required items included in report form:

1. An abstract of the project
2. An evaluation of the project
3. Future recommendations
4. A detailed budget report including copies of all receipts. **DO NOT USE ROUNDED NUMBERS**





# Tips for success:

✓ See that your project tightly fits grant program guidelines and priorities and is aligned with the mission of Missouri Campus Compact.

✓ Clearly and concisely describe the proposed project including why the grant is needed and how will funding be used.

✓ Check that your objectives clearly identify a problem/need. Define your goals and outcomes, explain how objectives will be measured, and explain dissemination of outcomes.

✓ Make sure your budget clearly itemizes each expense and that each itemized cost is within the budget restrictions.

✓ Clearly define how your project will address at least one of the national Campus Compact priorities through the use of engagement.

✓ See that the proposal reflects on all values of the national Campus Compact.



# Projects funded in the past:

- Community Partner Fair; Cottey College: Participants at fair learned about efficacy of public scholarship as a form of scholarly work and service learning as a teaching pedagogy. Activities helped participants to build upon civic engagement initiatives.
- Interprofessional Service Project; Rockhurst University: Physical therapy and engineering students collaborated together to develop a local *GoBabyGo!* chapter. The students worked to modify and adapt ordinary motorized toy cars for toddlers with special needs.
- Westminster Seminar: College Collage; Westminster College: Students engaged in a meaningful, collaborative project with elderly nursing home residents and citizens with physical and mental disabilities. The students worked with the nursing home residents and the disabled citizens to create artwork that communicated their stories, passions, and interests.





# Projects funded in the past:

- *Motivational Service Learning Professional Development Module*; Jefferson College: Students and faculty members collaborated to produce 5 short motivational videos (5-6 minutes) that focus on a different aspect (ex: selecting a project, logistical concerns, student perspective, reflections, etc.) of incorporating Service Learning into a course.
- *Character Education Mural Project*; UMSL: Using West African (Ghana) Adinkra symbols, students painted character education murals interpreting themes such as honesty, responsibility, respect, and perseverance, that the students had been studying through academic instruction and social interaction.
- *Student Philanthropy and Public Scholarship*; STLCC-Meramec: Students conducted needs assessment with a community partner, analyzed the assessment, developed a plan for addressing a particular need within the community, and developed a grant proposal.



# Questions/assistance:

Please contact Kunti Bentley, Program Coordinator, with any questions involving the proposal process.

[kuntibentley@missouristate.edu](mailto:kuntibentley@missouristate.edu)

417-836-4549





# Projects funded in the past:

Rockhurst  
University's  
*GoBabyGo!*

*Please click on video to play*

