*Proposals should address the following (8 pages max, single spaced with headings). Please be thorough in your application to minimize any questions from the committee. When completed, save as a PDF to upload into your application.*

## Instructor Name and Title:

Course Title:

Department and School in which the course will be taught:

Semester course will be taught (i.e. Fall/Spring/Summer & the Year):

## Amount Requested:

Community Organization(s)/partner(s) involved in the project:

Describe relevant relationships with the community (including what they are now, and what you would like them to look like):

## Details of the course/project: (If you are proposing to develop or re-conceptualize your course, we recognize that these details may change during that process; however, please provide your initial thinking in each of the following areas with a description of how you will develop the various course components. Also, please explain how you will work with the Gephardt Institute to develop these course components.)

## Course description

## Purpose, rationale, and description of the Community-Engaged project that will be embedded in your course

## Student learning outcomes (Include all learning outcomes for the course and identify which of the learning outcomes will be tied to the Community-Engaged project and how they will be achieved, at least in part, through the community-engagement.)

## Description of graded course assignment(s) that connect to the Community-Engagement

## Description of the expected benefits for the community partner(s). Did you develop the community-engagement project outcomes with your partner?

## Plans for preparing students to work with your community partner

## Explanation of how/when students will reflect on their community engagement experience

## Explanation of the sustainability of the project after the course is finished

## The proposal’s fit with vision, goals, and values of the Gephardt Institute:

## Planning Timeline and Implementation Plan:

## Evaluation and Reporting Plan:

How will you evaluate student learning related to the community-engagement? How will you evaluate the outcomes for your community partner that result from your collaboration? How and when will you share these outcomes (student and community) with the Gephardt Institute and with your community partner?

## Budget. Please divide into specific categories, including possible and available funding sources and the amount you will contribute. It should be clear how the funding will be used. You can also choose to upload this as a separate excel spreadsheet. (A sample budget is available on the CET page.)

## What additional non-monetary support would you like to request of the Gephardt Institute (if you haven’t included it above) and rationale of request (this might include support in developing community partnerships, assessments and evaluation measures, communication strategies, etc.).

You are also required to attach a letter of support from each community partner. Please attach them as PDFs on the online application.