

Center for Public Service and Community Engagement
Focus Indiana
Liberal Learning in Action
Instructional Support Mini-Grants

The Center for Public Service and Community Engagement invites faculty to apply for the Focus IN Liberal Learning in Action mini-grant to support community-based experiential learning activities. **The purpose of this program is to support course-based experiences that allow students to connect liberal learning to improving the quality of life in the local community or state of Indiana.** The program provides modest financial assistance to faculty who are ready to implement such a community-based project into a course.

This project is part of *Focus Indiana*, a program funded by the Lilly Endowment with the goal of increasing economic opportunities for college graduates in Indiana.

Purpose of Grants

A wide variety of projects are funded. Tutoring and mentoring projects, neighborhood clean-up projects, literacy projects, education or cultural programs, community needs assessments, and classes/activities for youth are just a few examples. Projects can take place in a single day or last a semester.

Eligibility

Instructional faculty from all of the academic units are invited to submit proposals. Applicants must link their projects to liberal learning. **Projects that do not explicitly link liberal learning to the proposed project will not be funded.**

Selection

Awards up to \$300 are available to assist faculty in implementation of a community-based learning experience in a course. Applicants are eligible to receive funding for no more than 2 projects per semester. **Faculty that require more substantial funding for their course-based projects or curriculum development are encouraged to submit a proposal through the Liberal Learning in Action Mini-Grant Program. Information about that program is available at <http://www.indstate.edu/focind/default.aspx>**

Funds may be used for:

- Supplies and materials that are required to implement a service-project.
- Transportation costs associated with the project.
- Curriculum materials that are directly related to the proposed project.
- Postage, copying, and advertising costs.

Funds may not be used for:

- Faculty research projects.
- Student research projects that are not connected to a course OR do not have a community-based focus.
- Faculty travel
- Faculty professional development activities.

Review of Project Proposals

Liberal Learning in Action Instructional Support Grants are evaluated on an on-going basis throughout the academic year. Grants are awarded on the basis of availability of funds and the extent to which the project provides students the opportunity to apply liberal learning to improving the quality of life in the community.

Proposal Submission and Notification of Awards

Three copies of the application must be submitted to the Center for Public Service and Community Engagement (Tirey Hall 134A). When possible, applicants will be notified of funding decisions within 14 days.

Project Management

All ISU supported projects are administered in accordance with established University fiscal procedures and research policies. These include all travel regulations, policies relating to the protection of human subjects, and policies related to intellectual property rights.

All support for projects under the current announcement is awarded for the current fiscal year. Funds must be expended by June 30.

A final report describing the project outcomes must be submitted to the Center for Public Service and Community Engagement at the conclusion of the project or no later than June 30 of grant year – whichever comes first.

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Submit to the Center for Public Service and Community Engagement, Tirey Hall 134A.
If you have questions, contact X2334.

Title of Project _____

Project Period Fall _____ Spring _____ Semester, 20_____

Course Title and Number: _____

of Students Involved in Project: _____ Amount Requested: _____

Project Director/Instructor: _____

Department/Unit: _____

Phone Number: _____ E-mail: _____

Project Director Signature _____

Department Chair or Director: _____

Signature _____

In your application, please address the following:

Project Description- Be sure to highlight the project's purpose, outcomes, and significance.

Involvement of Community Partner – Describe how this project will benefit a community organization or the community at-large. If a community partner has been involved in project development, please describe their involvement.

Liberal Learning in Action – Explicitly describe how liberal learning is emphasized in your proposed project.

Assessment – How will you assess student learning related to the proposed project?

Budget – Please provide a budget and explanation:

Budget Item	Explanation	Amount Requested

Submit to the Center for Public Service and Community Engagement, Tirey 134A.