Purpose: The Office for Public Engagement has funds available to award grants for the purpose of strengthening public engagement across the University.

Due Date: Applications are due Friday, December 2nd, 2005. Send 5 copies to Michelle Kuhl, 110 Morrill Hall, 100 Church St SE, Minneapolis, MN 55455.

Award Amount: Grants will range up to $5,000. Size of awards may be lower than the amounts requested.

Timeline: Grants will be awarded in January 2006. Projects may be proposed for Spring Semester 2006, Summer 2006, or Fall semester 2006.

Cover Sheet: A separate cover sheet must include the following items:
- Project title and any relevant website
- Principal investigator: name, department, college, campus address, phone number, fax, and email address
- Project abstract of about 250 words
- Signature of Principal Investigator(s)
- Signature of unit head or chair and appropriate dean or other administrator

Describe the project in no more than two pages, with answers to the following questions:

Description of Project:
- What are the specific goals, activities, and expected outcomes of the proposed project?
- What are the innovative features and long term impact of the project in strengthening civic/public engagement in your unit(s)?
- Who else will be involved as participants in the project (e.g. other faculty, community partners, etc)?

Evaluation:
- How will the success of the completed project be evaluated?

Sustainability and Dissemination:
- How will this project be incorporated as a regular part of your and your unit’s professional activities?
- What institutional support will your unit provide to maintain the project over time?
- How will this project be disseminated to colleagues or integrated into the curriculum?
Conditions of the Awards:

- Recipients agree to provide an account of expenditures, a report of accomplishments, and the results of project evaluations within three months of completion of the project.
- Recipients agree to participate in public presentations, discussions and dissemination of the project
- Proposals must be approved by unit chairs or heads and appropriate deans or other administrators.
- Grants cannot be used to fund currently ongoing activities.
- Recipients of previous civic/public engagement grants are ineligible for an additional award

Timetable and Budget: (on a separate page, not included in 2 page limit)

- A schedule for implementation of the project, including the semester in which the project will be completed.
- A budget indicating the amount requested, any cost sharing, and the categories of expenditures with specific costs in each category.

The proposal should include 4 pages:

- Cover sheet (1 page)
- Project description (2 pages)
- Budget (1 page)

Criteria for selection will include one or more of the following:

- Innovation
- Integrates public scholarship, civic learning, and community partnerships
- Multi/inter-disciplinary approach
- Multi-unit participation
- Involvement of undergraduate students, graduate students, or RAs
- Partnership with community groups or organizations
- Departmental/college approval
- Likelihood of sustainability
- Long term impact
- Institutional support of maintain the project over time
- Disseminations plan/integration into curriculum
- Use of technology to enhance/support public engagement

Questions and Further Information:

Please contact:

Michelle Kuhl
Office of the Senior Vice President for System Administration
612.624.1562 or witt0160@umn.edu