

## VT Engage: The Community Learning Collaborative John E. Dooley Student Engagement Grant

Through the generosity of many donors, VT Engage is excited to request proposals for the 2018-19 John E. Dooley Student Engagement Grant (JEDSEG). This grant funds highly motivated students or student teams planning to implement community-based civic engagement projects. This year, two awards of \$750 or one \$1,500 award will be granted. The grant recipient will be announced in mid- to late May 2018.

### Minimum eligibility criteria

1. Applications must be submitted by a current full- or part-time student at Virginia Tech. For student teams, a designated team leader must submit the application on behalf of the team. A student team can be an informal group or a Registered Student Organization. Undergraduate and graduate students are eligible to apply.
2. All undergraduate and graduate students are eligible to apply, but applicants must be current students for the duration of the grant.
3. Applications submitted by JEDSEG winners from the previous year's cycle are not eligible.
4. Applications must be submitted by Friday, May 4 2018 at 11:59 p.m.
5. Proposed projects should be completed by March 15, 2019.
6. The application must request funding for a project that reinforces VT Engage's core values:
  - **Authentic community partnership:** we partner with communities and organizations to identify opportunities for collaborative problem solving that align with everyone's mission. We invest the university's intellectual and human resources in the production of mutually beneficial projects, processes, and outcomes, placing the needs of our partners at the same level as our own.
  - **Awareness of self and civic identity:** we promote programs and opportunities that encourage participants to think about how their perspectives, biases, and values influence the work that they do. By recognizing the position of "self" in service, our philosophy emphasizes the relational nature of community engagement, deconstruction of hegemony, recognition of privilege, and reflexivity.
  - **Development of active citizens:** we strive to create opportunities for Virginia Tech students to engage with individuals, organizations, and communities to develop and enhance the practice of active citizenship. Using intentional pedagogy and critical reflection to promote social and ethical competency, we help prepare students to leave the university with the civic frameworks and skills necessary to participate fully in the communities in which they live, work, and serve.
  - **Responsible action grounded in scholarship:** we facilitate the exchange of ideas and celebrate advances in scholarship and practice that come from bringing together the expertise of the academy and our partners. By fostering shared learning, we enhance opportunities for innovation and novel approaches to improving the quality of life in local and global communities.

### Guidelines

1. Submit the online application and the Objectives and Outcomes Matrix. All budget items should be included in the matrix, regardless of funding source or relevance to objectives/outcomes.

2. If your project involves working with a community partner (e.g., a local nonprofit organization), you must submit a letter of support from the partner organization.
3. **Defining your community is up to you or your group.** Community can be local, regional, international, etc. Successful applicants will demonstrate a commitment to reciprocal relationships either through existing collaborative efforts or a plan that demonstrates the potential to build these relationships.

### **Application Process**

1. **View the example JEDSEG Objectives and Outcomes Matrix.** This will help you to understand what VT Engage expects from your own application materials, but remember that it is only a hypothetical example of a project.
2. **Upload the matrix and other supporting documents by Friday, May 4, 2018 at 11:59 p.m.**

Note: Assessment plans that are incomplete or unclear will not be considered. If you need help drafting your assessment plan, please contact the VT Engage office.

### **Spending requirements**

**Grant recipients must pay for ALL expenses out of pocket**, and then submit receipts for reimbursement by the university. Reimbursement will be made within 60 days of turning in receipts to VT Engage.

### **Reporting requirements**

JEDSEG grantees will be expected to deliver an implemented assessment plan when the project is completed or, at the latest, by March 15, 2019. Funded projects should also prepare:

1. **A one-page narrative reflection describing the process of completing the project.** The narrative should detail the impacts achieved through the project on the intended community and include a reflection on challenges and lessons learned.
2. **Photographic archive of the implemented project.** A minimum of ten photographs documenting the project and its community impact should be submitted to VT Engage. Awardees' photographs may be used on printed and/or web materials unless specifically prohibited.
3. **Grantees should expect to be in regular communication with VT Engage about the project's progress throughout the entire grant cycle.**
4. **There will be two project evaluations:** a mid-term evaluation conducted in December 2017, and a final evaluation when the project is completed in May 2018.

**For more information, contact:** Catherine Cotrupi, Assistant Director for Student Engagement, VT Engage // 540-231-9186 // [cotrupi@vt.edu](mailto:cotrupi@vt.edu)