

Midwest Consortium for Service-learning in Higher Education

The **Midwest Consortium for Service-learning in Higher Education** is a coalition of colleges and universities established to foster service-learning efforts in institutions across the area. Participating institutions, united in strengthening their academic programs, communities, states and the nation through service-learning, will be encouraged and supported in their efforts through grants, training and consultations. Member institutions include the following:

Central Community College
Chadron State College
Clarkson College
College of Saint Mary
Creighton University
Dana College
Doane College
Hastings College
Metropolitan Community College
Midland Lutheran College
Mount Marty College
Nebraska Methodist College
Nebraska Wesleyan University
Oglala Lakota College
Peru State College
University of Nebraska-Kearney
University of Nebraska-Lincoln
University of Nebraska-Omaha
University of South Dakota
Wayne State College

Funding of the Consortium is provided through a federal grant from the **Corporation for National Service**, which was established in 1993 to engage Americans of all ages and backgrounds in community-based service. Learn and Serve America is an arm of the Corporation which supports the integration of service into the academic life of over 800,000 students in all 50 states.

Definitions of Service-learning:

Academic Service-learning is a pedagogy that integrates service in the community with academic study. Faculty, in partnership with representatives of non-profit community organizations, design service-learning projects based on two main objectives.

- ⌚ Meeting identified community needs, which helps strengthen the community
- ⌚ Advancing students' understanding of course content

Strong reflective components are built into the course to help students consider relationships among their service, the course curriculum, and its impact on their personal values and professional goals.

Co-curricular Service-learning differs only with regard to a link to course content. It maintains the service to meet a community need and includes strong reflection and evaluation components. Generally these service activities are directed under the leadership of student organizations and groups.

Faculty Sub-grant Proposals for Curriculum Development

Introduction and General Information:

The Midwest Consortium for Service-Learning in Higher Education announces the availability of funds for course development grants to stimulate the growth of academic service-learning at Consortium member institutions. These funds are made available through the Corporation for National Service under the Learn and Serve America: Higher Education grant program. The Midwest Consortium and the National Corporation share the following goals:

- Support programs that significantly promote service-learning as an approach to teaching and learning.
- Support efforts to build capacity and strengthen infrastructure for service-learning within or across institutions of higher education.
- Support high quality service-learning programs that engage students in meeting community needs, with demonstrable results, while enhancing students' academic and civic learning.
- Support higher education involvement in services to help meet community needs, which address community issues specifically related to poverty, immigration and refugee resettlement.

See the MCSLHE Website for more information service-learning, the Consortium, and Learn and Serve America.

Eligible Applications:

The Consortium plans to award faculty sub-grants in the amount of \$2,000 each. Eligible applicants for these sub-grants will be faculty from member institutions. Faculty sub-grant proposals must be first reviewed by the institution's Consortium representative

prior to submission to the Midwest Consortium for Service-Learning in Higher Education.

Proposals must be for development of a new course or major revision of an existing course. Preference will be given to proposals from faculty who have not previously been awarded Consortium Faculty Sub-grants and/or who are new to service learning pedagogy.

Priorities:

Priority will be given to proposals addressing the Consortium's key themes of poverty, immigration, and refugee resettlement. Proposals addressing other community issues are also welcome.

Proposal Guidelines

Each proposal should include an official Midwest Consortium title page, abstract, proposal narrative, timeline, and budget form. A brief budget narrative and copy of course syllabus should be appended and would not count as part of the four page maximum.

Title Page (*form attached*)

Abstract (*maximum 150 words*)

Describe the course to be taught and the service to be performed.

Proposal Narrative (*maximum four pages*; follow the outline below)

- a. **Objectives.** Describe the learning objectives of the course and the supporting service component.
- b. **Service component.** Describe the service activities envisioned. Show that the service activities will meet a genuine community need; will engage students in more than 20 hours of service; will provide students with a meaningful experience; and will help students meet the course's learning objectives.
- c. **Partnership selection** and development. Outline the process for selecting and establishing relationships with nonprofit agencies.
- d. **Orientation.** Explain how students will be prepared for the service experience and oriented to community agencies.
- e. **Reflection.** Describe reflection activities used to encourage synthesis of the course material and the service experience and to promote critical thinking.
- f. **Evaluation.** Explain how outcomes will be assessed, considering both outcomes for students (defined in terms of the learning objectives) and outcomes for the community.
- g. **Dissemination.** Explain whether the course is replicable and how the course model can be shared with colleagues in service-learning and in the relevant discipline.

Timeline: Describe timeline for planning, teaching, and evaluating the course.

Syllabus: Append a copy of current course syllabus or draft of proposed new course syllabus

Budget (*form attached*)

If any item appearing on the budget form is not self-explanatory, write a few sentences of explanation in a budget narrative.

Note: Grant funding may be used for faculty stipends; faculty or student travel, including conference fees, food, and lodging; supplies and materials; and student worker salaries. All materials and supplies purchased with Consortium funds which are not consumed or distributed during the grant period become the property of the applicant's institution.

Each grant requested must have at least a 100% in-kind or cash match from the applicant's institution. In-kind match may include time and effort of the faculty member, i.e. salary and benefits and any costs incurred in developing the project. Indirect costs (administrative costs, office space, equipment use, etc.) are also allowable toward the match as defined by the federally negotiated indirect cost rate for the institution.

Awards and Administration

Grants that do not follow the guidelines will not be reviewed. Questions may be addressed to your Consortium representative or to the staff at the Midwest Consortium for Service-Learning at 402/472-9638 or email gheusel@unlnotes.unl.edu

All proposals must be coordinated through the Consortium representative of the submitting institution. Sub-grant review panels will fully consider all applications and recommend proposals for funding based on the criteria identified in these guidelines. Written notification will be made to each applicant.

Sub-grant awards, administered by the Consortium member institution, include financial accounting and records maintained on behalf of the faculty member receiving the award. Member institutions will be held accountable for the recipient's compliance with the grant applications.

A **mid-term and final report** must be submitted to the Consortium. Dates for these reports will be specified in the award letter. Specific guidelines for the reports will be available from the Consortium office and on the web site. Some items required in the reports include: a copy of the syllabus, updated budget information. Demographic information about course participants and community contacts must be submitted to the campus Consortium representative following the teaching of the course. Submitted syllabi will become the property of the Consortium and will be made available through the Consortium to the public.

Submission Procedures:

Submit the proposal to your campus Consortium representative for review. *Some form of identification in a header/footer must appear on all pages of the proposal submitted for review.*

Following a review by the campus Consortium representative, proposals are to be submitted as appropriate through your institutional office as an attachment **in an email** and in **hard copy** to these addresses:

Email: gheusel@unlnotes.unl.edu

Mail: Gary Heusel, Director

Midwest Consortium for Service-Learning in Higher Education

200 Nebraska Union

Lincoln, NE 68588-0457.

Submission Deadline: November 1, 2005

Notification: December 31, 2005

Faculty sub-grant committee: Nora Bacon, Penny Boykins, Geraldine Stirtz