



## Center for Excellence in Learning through Service (CELTS)

Berea College • CPO 2170 • Berea, KY 40404

Phone: (859) 985-3605 • Fax: (859) 985-3809

[www.berea.edu/celts/servicelearning](http://www.berea.edu/celts/servicelearning)

[Ashley\\_cochrane@bera.edu](mailto:Ashley_cochrane@bera.edu)

Ashley Cochrane, Director

### Service-Learning Support Grants

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*Service-learning is an educational experience based upon a collaborative partnership between college and community. Learning through service enables students to apply academic knowledge and critical thinking skills to meet genuine community needs. Through reflection and assessment, students gain deeper understanding of course content and the importance of civic engagement.*

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CELTS is pleased to offer a limited number of grants to support costs that may arise during service-learning projects. CELTS is able to offer two different types of support grants: Service-Learning Project Grants and Service-Learning Presentation Grants. These grants are designated for collaborative service-learning projects among Berea College faculty, Berea College students and community partners. Successful applications will be consistent with the basic principles of service-learning (see definition above). If your project is funded, you will be asked to submit a report at the end of the term.

**If the course for which you request funding is already a Designated Service-Learning Course, only page 1 of the proposal form (basic information about the course and the service-learning partners) is required.**

Please read the following descriptions to determine which type of grant is most appropriate for your needs:

- **Service-Learning Project Grants – \$400**
  - The Project Grants are designed to help cover expenses that arise during the service-learning project. Examples of expenses include transportation, materials, and supplies. Because expenses often arise for both the faculty member and the community partner, half of the funded grant will be awarded directly to the community partner organization and half to the faculty member's departmental account.
- **Service-Learning Presentation Grants - \$50**
  - Often service-learning projects culminate with a final presentation, report, or tangible product that is presented to the community partner. The Presentation Grants are designed to help cover the costs of creating these products, or for the presentations themselves. Examples include a presentation for the Service-Learning Course Expo (scheduled for November 30, 2011), an event where final results are shared with the community partner, a brochure, or a bound report. This grant will be awarded to the faculty member's departmental account.

To request a Service-Learning Project Grant and/or a Service-Learning Presentation Grant, please complete the following form and return it to Ashley Cochrane, CELTS Director, Berea College, CELTS, CPO 2170, Berea, KY 40404. The faculty member and community partner should complete the application together. If the project is initiated by a student, the student should participate, as well.

If you have questions or would like assistance completing your application, please contact Ashley Cochrane (contact information found above).



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 Ashley\_cochrane@bera.edu  
 Ashley Cochrane, Director

**Service-Learning Support Grant Application**

*Service-learning is an educational experience based upon a collaborative partnership between college and community. Learning through service enables students to apply academic knowledge and critical thinking skills to meet genuine community needs. Through reflection and assessment, students gain deeper understanding of course content and the importance of civic engagement.*

*Please refer to the definition of service-learning found above as you describe your service-learning project in the application below. IF THE COURSE IS A DESIGNATED SERVICE-LEARNING COURSE, ONLY PAGE 1 OF THE PROPOSAL FORM IS REQUIRED. Use as much space as needed to thoroughly answer the questions. Please return this application to Ashley Cochrane, CELTS Director, Berea College, CELTS, CPO 2170, Berea, KY 40404.*

Faculty member name: \_\_\_\_\_

Department: \_\_\_\_\_ CPO: \_\_\_\_\_ Extension: \_\_\_\_\_

Departmental Account # (for transfer of SL Support Grant Funds): \_\_\_\_\_

Community Partner Organization: \_\_\_\_\_

Community Partner Contact Person: \_\_\_\_\_

Community Partner Address: \_\_\_\_\_

Community Partner E-mail: \_\_\_\_\_ Community Partner Phone Number: \_\_\_\_\_

Course Code and Title: \_\_\_\_\_

Is this course a Designated Service-Learning Course, meeting the ALE Requirement?  YES  NO

Has this project been initiated by a student? If so, please provide contact information for the student (name, email, phone, CPO).

Please attach a budget for the project, including a description of expenses for which this grant will be used. To cover the expenses of the project, will you need less than the amounts offered? Will you need more?

Please identify the type(s) of support grant you are requesting. You may apply for both grants for the same project.

Service-Learning Project Grant - \$400

Service-Learning Presentation Grant - \$50

All applicants (except those with ALE Service-Learning Course Designation) should complete question 1.

1. Please describe the service-learning project for which you request funding. Include a description of how the project will benefit the community and/or the community partner organization.

If you are applying for the Service-Learning Project Grant, please answer questions 2 through 4.

2. Describe how the service-learning project will be related to the academic learning goals of the course. Please attach a copy of the course syllabus.
3. Describe how reflection will be incorporated into the service-learning course.
4. What other funds or resources are available to help support this project (i.e., academic department funds or funds from community partner organization)?

If you are applying for the Service-Learning Presentation Grant, please answer questions 5 and 6.

5. Describe the presentation or final product that is planned for this service-learning project. Describe how the presentation or final product is related to the students' academic learning goals and how it will benefit the community partner organization.
6. What other funds or resources are available to help support this project (i.e., academic department funds or funds from community partner organization)?

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Faculty Signature

Date

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Community Partner Signature

Date

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Student Signature (if applicable)

Date