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CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
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CALIFORNIA STATE UNIVERSITY
SAN BERNARDINO

Office of Community
Engagement

COVER PAGE
Establishing Community Partnerships Grant
2023-2024 Application

Faculty Name: _____

Faculty Rank: _____

Department: _____

Email address: _____

Email of Support from Department Chair

Applicants must request an email of support from their Department Chair. To submit, email Brian Heisterkamp at bheister@csusb.edu. An example is included in the application materials.

Application checklist:
___ Completed **Establishing Community Partnerships Grant** cover page and worksheet
___ Email of support from Department Chair
___ Completed Budget Sheet

Establishing Community Partnerships Grant

<u>Worksheet</u>

ABSTRACT
Please provide an abstract of no more than 150 words describing the proposed work to establish a community partner.

COMMUNITY PARTNERSHIP DEVELOPMENT SCOPE OF WORK
Describe in detail what the scope of work will be that will allow the faculty member to work with, volunteer for, and/or serve the community partner in a way that will develop a partnership that relates specifically to the faculty member's area of expertise in teaching, research, scholarship, and/or creative activities.

TIMELINE
Please provide a specific timeline of proposed activities. Indicate hours that will be spent in direct contact and collaboration with the proposed community partner.

COMMUNITY PARTNER
Please identify a community partner you will be working with or the specific steps you will take to identify and begin working with a community partner. Even if you do not yet have a community partner specifically lined up for this work, you should have specific partners in mind and be able to explain why these are the partners you would like to cultivate for community-based teaching, service learning, community-based research, etc.

BENEFITS TO COMMUNITY, TO STUDENT LEARNING, TO RESEARCH, SCHOLARLY, and/or CREATIVE ACTIVITIES AGENDA
Please describe the proposed benefit this partnership will bring to the community partner, and the proposed benefit to students and/or your research, scholarly, and/or creative activities agenda. It is expected that these benefits will evolve and change over the course of the partnership development. Even if your description is provisional, please describe as clearly as possible the range of benefits you envisage from this partnership.

REFLECTION
Please describe how you will evaluate the effectiveness of your efforts to establish your community partnership? What are your measurable or demonstrable goals from this these efforts? How will you include the community partner in the reflection process?

Budget Worksheet

Partnership grant budgets will be funded **up to $3,000** to cover supplies, services (duplicating, postage, etc.), student assistants, and conference fees. Feel free to contact Brian Heisterkamp at bheister@csusb.edu if you have any questions!

PeopleSoft Account Number for Budget Transfer_____

(Contact your department's administrative support coordinator for this number)

Administrative Support Coordinator's name_____ phone #_____

Category	Justification	Expense	In-Kind
Supplies			
Duplicating			
Postage			
Student Assistant			
Registration/Fees			
Other (please be specific)			
	TOTAL		

Community Partnership Development Resources

OCE's Professional Development Website. Visit this website for community engagement presentations, conferences, and workshops from the nation's leading professional associations!

Community Engagement Library Program (CELP). The Office of Community Engagement has a variety of books to assist your community-engaged activities. Topics range from service learning, community-based research, community partnership, and teaching methods. To check out a book, email Brian at bheister@csusb.edu.

Resources for Community Nonprofits! Partnerships are mutually beneficial. Please consider sharing this list resources available to community nonprofits.