

University of California
Office of the President – Student Affairs
University-Community Engagement
Grants for Calendar Year 2007
Call for Proposals

Background and Purpose

The University-Community Engagement (UCE) grant provides an opportunity to develop or build upon existing educational partnerships between the University of California (UC) and community-based organizations, including faith-based institutions. For the purpose of this funding opportunity, partnerships are defined as *sustained* collaborative relationships between UC and community-based organizations that improve student learning, close achievement gaps, and increase college-going rates among low-income and educationally disadvantaged students.

UCE grant awards are intended to engage UC and community organizations in joint actions that improve learning outcomes for low-income and educationally disadvantaged youth. Projects should target students and communities facing significant barriers to educational achievement, characterized by lack of access to higher education and a dearth of pre-collegiate academic preparation and information resources.

The UCE grant award program is sponsored by the Office of University-Community Engagement in the Department of Student Affairs at the UC Office of the President. The grant awards are intended to extend the University's educational partners to include more community groups that are actively involved in and committed to improving academic achievement for educationally disadvantaged students. By sponsoring opportunities for UC and community educators to work together, the UCE grant awards support educationally disadvantaged students in communities where access to academic preparation resources is limited or unavailable.

UC-community partnerships supported with UCE grant awards must be able to undertake a

comprehensive, coordinated strategy toward addressing one or more issues that contribute to raising student achievement and closing achievement gaps between groups of students.

For the 2007 calendar year, UCE will award grants for projects that improve community access to and success in using resources and information to enhance student achievement and close achievement gaps. These may include:

- Projects that increase enrollment in and successful completion of college preparatory ('a-g') courses.
- Projects that improve readiness for 4-year colleges, including UC.
- Projects that increase the number of students who complete the California High School Exam (CAHSEE) by 10th grade.
- Projects that improve community college transfer readiness.

UC-community partnerships selected for funding will receive a maximum award of \$30,000, with the expectation that some matching funds will support the collaborative effort. Grant awards represent funding for one calendar year.

Funds may be used for activities that further UC-community partnerships for academic achievement, such as providing tutoring, mentoring and education training; providing stipends to educators and community members actively involved in activities; and covering other actual costs related to the collaborative effort.

Funded partnerships are expected to involve research, but direct their planning and implementation to focus on specific, concrete actions to improve student achievement. These actions must be jointly informed, developed and

implemented by UC representatives and community members working closely together on a sustained basis.

Project Structure

Collaborative Teams

UC-community partnerships will typically comprise at least one UC representative (e.g., faculty member; campus program, department or organization; student organization, etc.) and representatives from community-based organizations. Other members of the educational community (e.g., K-12 administrators, parents, community members, and other institutions of higher education) may be part of the team if appropriate to the partnership.

Principal Investigator

The UC representative must submit the grant proposal on behalf of the collaborative partners. Teams are strongly encouraged to meet and define their collaborative goals prior to submitting a grant proposal.

Criteria

1. Proposals must lay the foundation for a long-term, comprehensive collaborative project.
2. Proposals must demonstrate clear evidence of collaboration and active involvement of both community-based representatives and UC representatives and should be structured so that both parties reflect their interests and contribute their expertise as partners. Projects must link campus representatives with community representatives in defining the problems to be addressed and in developing efforts to address those problems.

Collaborative Focus

- The proposed project must address the learning needs of students in schools or communities with low college-going rates.
- The proposed project must demonstrate a high potential for producing outcomes that contribute to improving student achievement, particularly for educationally disadvantaged students, and to the research and thinking about long-term systemwide improvement in educational practices in California.

The proposed project should serve a community where access to academic preparation resources is limited or unavailable.

Application Format

Submit 10 copies of the proposal (standard paper, double-spaced, 12-point font and one-inch margins) under the following headings:

I. Application Cover

Your application cover must include the following information:

- Project title
- Sponsoring campus
- Principal investigator's name, title, department, and contact information
- Department administrator's name and contact information
- Department financial manager's information (if different than department administrator)
- Amount requested

II. Abstract

The abstract should not exceed 150 words.

III. Narrative

The narrative should not exceed 10 pages. The narrative should contain the following information:

Background and Needs

Describe the specific issue your proposal will address. Provide a brief history of how this issue has evolved in the community in which your project or activity will focus, and note any previous community-based efforts by your organization or others to address this issue. This section should give a clear sense of the scale of the problem and how it is related to improving academic achievement of students in the community. Other key information to include in this section:

- What data or information supports the need for your work?
- What is your best understanding of the social, political or other factors that contribute to the current problem?
- Why is it timely or urgent to address this issue now?

Proposal

Describe the work that you are proposing to do to address the specific issue you have identified. Include how your work will help solve the problem and how it will improve student achievement and close achievement gaps in your community. Key information to include in this section:

- What will your proposal do?
- Why are you using this approach?
- How do you know that your approach will be successful?
- What are the possible barriers to achieving your objectives? How will these barriers be addressed programmatically?
- How will you sustain the proposed work after the grant period?

Collaboration

Provide a list of key UC and community organizations and representatives actively involved in the proposed project. Describe each participant's role related to the proposed project. Please describe any existing or prior partnerships or collaborations among the partners and describe

the organizational capacity of each proposed partner to implement the proposed work.

Outcomes

Describe the outcomes you plan to achieve with your project. Short-term and long-term outcomes should be developed that will provide evidence of progress over the course of your project. These outcomes should be related to the broader impact on the problem that your proposal addresses. Include a discussion of the specific activities you will undertake to achieve the intended outcomes of your project.

Evaluation

Describe how you will monitor the progress you expect to make, how you will measure that you are achieving your goals, and how you will assess the impact of your project on the problem described in your proposal.

Implementation Timetable

Include an implementation timetable for your project that includes proposed activities, benchmarks and milestones for your project.

IV. Budget

The budget should reflect all expenses and resources required to implement the project and its activities. A budget template is attached.

V. Budget Narrative

A detailed budget narrative of proposal expenses must accompany the budget. For each line item in the budget, please provide a brief description of how the funds will be used and why they are programmatically necessary. Also discuss any other funding available to support the project.

Reporting

The Principal Investigator will submit two reports: a progress report midway through the funding period and a final report on the outcomes and

achievements of the collaborative team. A financial accounting of the funds expended must accompany the final report. UC Office of the President staff may make site visits to funded projects during the award cycle of the grant. Funded projects may be invited to participate in regional or statewide events sponsored by the UC Office of the President to share the results of their collaboration with educators, policy makers, community members and other stakeholders. Final reports may be distributed to university researchers, faculty, staff and K-12 educators.

Proposal Review Process

UC Office of the President staff will receive and screen applications for eligibility, satisfaction of criteria, and completeness of materials. A proposal review committee will review eligible applications and make recommendations for funding to the Office of University-Community Engagement.

Award Cycle

The application submission deadline is November 3, 2006 (*please see below for more information*). Grant award recipients will be notified and awards issued by December 12, 2006, for a one-year grant cycle beginning January 2007. Successful projects may be eligible for funding renewal.

Proposal Submission Deadline

Proposals, required copies and materials, must be submitted through the UC campus Contracts and Grants Office and **received** at the UC Office of the President **no later than Friday, November 3, 2006 by 5:00 p.m.**

Completed proposals should be addressed as follows:

Office of University-Community Engagement
Student Affairs
University of California Office of the President
1111 Franklin Street, 9th Floor
Oakland, CA 94607-5200
Attention: Barbara Roberts

Additional Information

Barbara Roberts, Coordinator
Office of University-Community Engagement
Student Affairs
UC Office of the President
Phone: (510) 987-9480
Email: Barbara.Roberts@ucop.edu

**University-
Community
Engagement
Request For Proposals
(CY 2007)
Budget Detail**

PROJECT TITLE: _____

SALARY & WAGES

FRINGE BENEFITS

TOTAL PERSONNEL

**PROFESSIONAL/CONSULTANT
COSTS**

PLEASE LIST DETAIL

EQUIPMENT

PLEASE LIST DETAIL

TRAVEL

SUPPLIES

OTHER EXPENSES:

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TOTAL BUDGET

**TOTAL AMOUNT
REQUESTED**

**PROPOSED PROJECT
BUDGET**

OTHER SOURCES OF SUPPORT FOR THE PROJECT

PLEASE LIST DETAIL