

**California State University, Fresno**  
**Laying the Foundation for Service-Learning in STEM Disciplines Grants**  
**REQUEST FOR PROPOSALS**

**Overview:**

In line with the Fresno State's mission and strategic priorities, and in collaboration with the CSU Chancellor's Office, the Richter Center is offering funding to support exploration into the potential for integrating service-learning into STEM disciplines (Science, Technology, Engineering and Mathematics). Currently, three grants of \$2,000 each are available. Funds, which will be transferred into the department/program's Stateside account upon successful completion of grant activities, can be used to provide a faculty stipend, buy-out a portion of a faculty member's time, or for any other uses deemed appropriate by the individual(s) involved and their department chair. The grant period is December 6, 2010 to June 1, 2011.

**Expectations:**

Grantees will be required to:

- Take specific steps to explore the potential for integrating service-learning in a STEM discipline course. This exploration may include, but is not limited to:
  - Researching high quality service-learning practices in your academic area;
  - Investigating how other institutions have incorporated service-learning in similar disciplinary courses;
  - Exploring potential community partners who offer viable opportunities for course-related service;
  - Meeting with other faculty members, the department chair, dean or other individuals who would be instrumental in including service-learning in a specific course;
  - Preparing materials, such as a sample syllabus, which would be used in a service-learning course within your department.
- Attend designated seminars and meetings totaling approximately 12 hours during the spring 2011 semester. These meetings are currently scheduled for Friday, February 11<sup>th</sup>, 12 – 4 p.m. (lunch provided); Friday, February 25<sup>th</sup>, 1-3 p.m.; Friday, March 11<sup>th</sup>, 1-3 p.m.; Friday, March 25<sup>th</sup>, 1-3 p.m.; Friday, May 6<sup>th</sup>, 1-3 p.m..
- Finalize and send a report on your grant-related activities, findings and recommendations to your department chair, dean, and the Director of the Jan & Bud Richter Center for Community Engagement and Service-Learning by June 1, 2011. (Grant funding is tied to participation of designated faculty member in all aforementioned seminars and meetings, and to the submission of final report by June 1, 2011. Funds will not be transferred until these conditions are met.)

**Funding Criteria**

**Proposals meeting the expectations described above will be considered for funding as they are received, so interested individuals are encouraged to submit a proposal as soon as possible. The extended submission deadline is Wednesday, January 12, 2011.** Proposals will be reviewed by a faculty panel who will consider the:

- Match with funding priorities;
- Significance of proposed activities; and
- Potential to impact the acceptance of service-learning in the department and school/college.

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**COVER PAGE**

**Department:** \_\_\_\_\_ **School/College:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Mail Stop:** \_\_\_\_\_

**Signature of Department Chair:** \_\_\_\_\_

**Signature of School/College Dean:** \_\_\_\_\_

In a maximum of TWO additional typed pages, please address the following:

1. Provide a brief description of the plan to explore the integration of service-learning in your STEM department/course(s).
2. Potential course(s) that will be considered for conversion to service-learning during the “Laying the Foundations” activities. (Eventual conversion of a course to include service-learning is NOT required. However, the potential to actually convert a course, as communicated in the proposal, will be considered by the review panel.)
3. Provide the name of faculty member(s) responsible for carrying out associated grant expectations, as outlined on the first page of this RFP.
4. Additional consideration will be given to proposals from departments/programs where no designated service-learning courses exist. (Having a designated service-learning course in your department/program will not exclude a proposal from being considered and funded.)

**Submission Procedure**

**Completed proposals, including all appropriate signatures, must be submitted no later than *Wednesday, January 12, 2011*.** Proposals are limited to a total of three pages, 12 point font with 1 inch margins and should consist of this cover sheet and responses to the criteria listed above. Submit your proposal to Chris Fiorentino, Director of the Jan & Bud Richter Center for Community Engagement and Service-Learning, Thomas Building, Room 107, Mail Stop TA 120.

Awards will be announced on an ongoing basis, and no later than January 26, 2011. Should you have questions regarding service-learning or this RFP please contact Chris Fiorentino at 278-7079 or [chrisf@csufresno.edu](mailto:chrisf@csufresno.edu).