

Service-Learning Course Funding Fall 2016

In order to support a thoughtful approach to integrating service-learning into academic courses, Judson's Office of Faith-Based Service and Learning awards a limited number of micro-grants each year to fund service projects with strong ties to academic subject matter. Any Judson faculty member is eligible to apply for funding to support service-learning course activities.

Requests for course funding will be evaluated on whether the proposed project:

- meets a felt need in the community and/or support the work of a local organization
- connects service to academic coursework
- provides students with opportunities for **both** action and reflection
- would be unlikely to happen without funding

Application Guidelines

Funding for service-learning projects integrated into courses will be awarded each semester that budget issues allow. Note that only limited funding will be available during some semesters. All information must be given to the following questions to be considered for funding.

Basic Information

Class Name and Number:

Instructor Name: _____ Total Funding Requested: _____

Project Information

Please provide a brief description of the proposed project:

List points of connection the project will create with coursework:

List community needs the project will address:

What individuals or organizations, not directly associated with Judson, would be involved in the project? List those individuals or groups and the role to be played.

Projected Benefits and Positive Outcomes:

- For students enrolled in the course

- Local Community

Budget Information

Please attach an outline of your proposed expenditures. Include all needed supplies as well as travel/meal expenses, if applicable.

*Attach purchase order(s) if helpful to further explain your request.

Sustainability and Evaluation

Explain the continuing benefits that this project will have beyond the end of the course and funding.

Explain how the project will be evaluated as a success or failure.

Reflection and Syllabus

Make sure that you include a means of evaluating knowledge gained through the project.

Please note that applications **must** include a syllabus which describes the project, explains how students will receive academic credit for their participation and reflection, and describes at least one specific method for reflection that will be used during the course.

How will students receive academic credit for their participation and reflection?

Describe one specific method for reflection that will be used in this course. (Some suggestions include a journal entry, reflection paper or presentation).

Reporting Guidelines

Faculty members receiving funding are expected to report to the Office of Faith-Based Service and Learning twice during the semester. Failure to meet these reporting requirements may result in faculty members not being considered for future funding.

An informal mid-term report should offer an update of progress made toward project completion. A more formal final report should include a description of the project as it actually happened, an evaluation of what goals were achieved, an explanation of outcomes, and either student quotes or excerpts of written student reflections. Photos of the project would be a helpful addition to the final report, but are not required.

Application and Reporting Deadlines

The following dates reflect when faculty members should expect to send information to or receive information from the Office of Faith-Based Service and Learning.

Deadline for Fall 2016 funding requests.....	Monday, September 12, 2016
Notification of Fall 2016 funding decisions	Monday, September 19, 2016
Midterm report submission	Monday, October 24, 2016
Final report submission.....	Friday, December 16, 2016

Additional Information

Please direct any questions about integrating service-learning into courses or the course funding process to Amy Butler, Director of Faith-Based Service and Learning, at abutler@judson.edu or 334-683-5163.