



Public Service Upper Level Course Development Grants Request for Proposals

Spring Semester Deadline: October 1st of previous semester
Fall Semester Deadline: March 1st of previous semester

OVERVIEW

The Center for Public Service (CPS) announces a grant competition to support the development of a service-learning course designed to serve students at the upper (3000 and higher) course level. CPS defines service-learning as an educational experience based upon a collaborative partnership between the university and the community that enables students to apply academic knowledge and critical thinking skills to meet genuine community needs.

GOAL

The purpose of this award is to promote the planning and institutionalization of new public service offerings that satisfy both tiers of the [graduation requirement](#) in public service. Internal research has indicated that a gradual progression of service learning opportunities helps enhance students' civic engagement during their time at Tulane. Faculty members are strongly encouraged to consult the Center's staff in order to develop meaningful, reciprocal, and sustainable relationships with community partners in conjunction with their courses.

PROPOSAL REQUIREMENTS:

- The CPS Curriculum Committee will only review **new** proposals, courses **not** offered previously as service learning or not listed as part of the departments Planning Grant proposal.
- Proposals should include:
 - A letter of intent from the faculty member briefly explaining the course and its service learning component.
 - Syllabus (must be submitted through **CPSIS** (<http://cpsis.tulane.edu/index.cfm>). The on-line form should indicate the public service activity for students as well as the appropriate community partner.)
 - Letter from the Chair of the department/academic unit supporting the creation of the course and guaranteeing its continuous offering
 - Include beginning date of implementation and rotation of offering (Fall, Spring, both semesters)
- Proposed courses should be three credits, uphold the same academic expectations in terms of reading and written assignments of traditional three-credit courses, and be approved by the appropriate curriculum committees of the department and school.
- Students' participation in the public service activity must at minimum be 20 hours of service or 40 hours if a faculty decides to include a one-credit service learning option

- Proposed budget and budget narrative using the following guidelines:
 - Faculty Award: \$3500
 - Department/Academic Unit: \$1000
 - Community Partner Team Instructor (if necessary): \$500
- Preference will be given to those proposals that include the following:
 - potential for reciprocal and sustained partnership within the community,
 - a syllabus that clearly states and emphasizes the service learning connection to the course learning objectives and the contribution to the community or a broader social challenge.

CPS ROLE

Proposals will be reviewed and selected by the Joint Center for Public Service - Newcomb Tulane College Curriculum Committee, an interdisciplinary body of Tulane faculty members. Selected proposals for the semester will be announced once the courses have been approved, no later than one month after grant deadline.

For more information, please contact Bridget Smith, Assistant Director for Academic Community Engagement at the Center for Public Service, at (504) 862-3322.

Complete proposals (in addition to the electronic course submission on <http://cpsis.tulane.edu/index.cfm>) should be sent electronically to bridget1@tulane.edu.