

REQUEST FOR PROPOSALS
Professional Development Initiative for Public Engagement Leaders
University of Minnesota
Submission Deadline: Rolling

We are pleased to announce the availability of funding through the Office for Public Engagement (OPE) to support professional development activities for engagement leaders within the University's public engagement units and centers.

Grants of up to \$750 each will be awarded to up to ten public engagement leaders (individuals or groups) from units or centers that are members of the Twin Cities Public Engagement Network (TCPEN). The purpose of these professional development grants is to further unit leaders' professional capacity to advance one or more goals of the public engagement Ten-Point Plan.

Eligibility

Because this grant program builds off of the strategic issues discussed at the Twin Cities Public Engagement Network (TCPEN), **only those applicants who represent units and centers that are members of TCPEN are eligible to receive funds from this grant competition.**

University Engagement Priorities

This competitive, small-grant program is designed to provide financial resources to eligible engagement unit/center leaders to enhance their capacity to contribute to one or more of the following institutional goals for public engagement:

1. **Scholarly Value of Engagement:** *Develop, support, and implement strategic initiatives that raise the status and legitimacy of engaged scholarship in ways that promote the advancement of the University of Minnesota as a top community-engaged, research university.*
2. **Accounting and Assessment:** *Establish or build on a set of systems for accounting and assessing the broad range of engagement activities, programs, and initiatives across the university.*
3. **Student Scholars and Leaders:** *Develop Student Engaged Scholars and Leaders (at both the undergraduate and graduate levels) by securing more articulated and advanced engagement that are aligned with students' academic goals, personal interests, and professional aspirations.*
4. **Community Connections:** *Strengthen the University's reputation as a visible, reliable, and present body in addressing the most pressing immediate and longer-term public needs.*
5. **Cultivating and Supporting Campus Leaders:** *Support and enhance the expertise, capacity, and prominence of the University's Engagement Leaders.*
6. **Marketing and Visibility:** *Effectively share the University's engagement work far and wide through regional, national and international engagement networks.*
7. **Program Alignment:** *Support, implement, and evaluate innovative approaches that employ public engagement activities as an effective strategy for advancing the University's key institutional priorities.*

- 8. Internal Networking:** *Provide and support opportunities that bring together individual, departments, centers, units, etc. from across the University to share their work and expertise, cultivate new collaborations (e.g., new interdisciplinary initiatives, etc.) and build alliances that enhance each participant's capacity to advance his/her work.*
- 9. National and International Networking:** *Strengthen the University's participation as a key player in the leading national and international engagement networks.*
- 10. Leverage Extramural Funds:** *Garner extramural funds that support new engagement initiatives and programs, the institutionalization of existing engagement initiatives, and the building of a strategic vision for the University of Minnesota's development as an engaged university.*

Funding Priority

Priority for funding will be given to proposals that:

- focus on strengthening and enhancing the applicant's capacity to achieve more fully, within his/her unit, one or more of the public engagement institutionalization priorities listed above;
- build on and expand existing work within the applicant's public engagement unit;
- enhance the applicant's capacity to strengthen his/her unit's commitment to the University-wide definition of public engagement;
- articulate the importance of the proposed initiative for advancing and/or sustaining public engagement priorities; and
- offer a vision for what will change or be different as a result of the proposed grant activities.

Funding Criteria

The maximum funding for each project is \$750. Lower amounts of funding may be awarded depending on the scale and scope of the proposed professional development activity. The funds from this grant program can be used for any purpose that supports the implementation and completion of the proposed program activities. The proposed program activities must focus on enhancing the applicant's capacity as an engagement leader to further the institutionalization of public engagement at the University. Funds from this grant program may be combined with other university or external funding sources.

The proposed budget should reflect activities to occur during the grant project period, which closes on June 30, 2014.

Application Process

Applicants need to submit the following materials:

- 1) Cover page (see attached form)
- 2) A narrative (maximum 500 words) that addresses the questions on the application form.
- 3) A budget, not to exceed \$750 and a budget narrative that explains the activities and purposes for the proposed expenses.

Applications can be submitted electronically to Andrew Furco, Associate Vice President for Public Engagement at avp-ope@umn.edu or in hard copy to the *Office for Public Engagement, 110 Morrill Hall*.

Please direct questions to Amber Cameron at 952-624-1706 or acameron@umn.edu.

APPLICATION COVER PAGE
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NAME: _____

TITLE: _____

UNIT/CENTER: _____

CAMPUS ADDRESS: _____

CONTACT PHONE: _____

CONTACT EMAIL: _____

DESCRIPTIVE TITLE OF PROFESSIONAL DEVELOPMENT OPPORTUNITY:

ELIGIBILITY CONFIRMATION:

The applicant listed above represents a unit that is a member of the Twin Cities Public Engagement Network (TCPEN).

YES

NO

APPLICANT SIGNATURE: _____

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APPLICATION INSTRUCTIONS

Professional Development Opportunity Narrative

In a narrative of no more than 500 words, please address the following issues and questions as they pertain to the professional development opportunity in which you are seeking funding support for:

1. *Description of Professional Development.* Provide a brief description of your unit's engagement work and how receiving a small professional development grant can help enhance your leadership capacity to advance the unit's promotion of the University's public engagement agenda.
2. *Engagement Agenda Priorities.* From the list of University engagement priorities articulated in the *Ten-Point Plan*, identify the priority or priorities that this professional development opportunity will address and provide a rationale as to why this particular professional development opportunity was selected.
3. *Professional Development Goals and Proposed Outcomes.* Identify one goal to be addressed within the terms of the grant, and specify one measurable outcome that will be achieved as a result of the work. Describe the process you will employ to assess whether or not you have achieved this outcome.
4. *Professional Accomplishments for Applicant.* What professional goals will be accomplished as a result of participating in the proposed professional development opportunity? What will be the "value added" to your leadership capacity as a result from this grant?
5. *Accomplishments for Units.* In regards to enhancing the goals of the public engagement *Ten-Point Plan*, what will change within your unit as a result of the professional development associated with this grant?

Budget

1. State the dollar amount requested for the proposed professional development opportunity.
2. Provide a narrative that describes how the funds will be used or allocated.
3. Indicate how budget figures were determined.
4. If appropriate, describe other sources of support for the professional development opportunity.
(Note: The budget section of your proposal does not count toward the 500-word project narrative limit).

Submission

Submit your narrative and cover page to the Office for Public Engagement, Attn: Andrew Furco, 110 Morrill Hall, 100 Church Street, S.E., Minneapolis, 55455; or email to avp-ope@umn.edu. Applications will be accepted on a rolling basis. Up to ten grants will be awarded for engagement-related professional development opportunities.

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SELECTION CRITERIA

The following review criteria will be used to judge proposals submitted for the Professional Development Initiatives for Public Engagement Units.

1. The proposal demonstrates the applicant's and his/her unit's commitment to advancing one or more of the University's engagement priorities.
2. The proposed activities and resulting work will enhance the applicant's professional capacity to advance one or more of the University's engagement priorities.
3. The proposed activities are appropriate and can be achieved within the project period.
4. A viable strategy to assess the success of the proposed activities has been articulated.
5. The dollar amount requested is appropriate for the scale and scope of the proposed goals. The use and allocation of funds are appropriate and are related to the goals of the proposed professional development activities.
6. The applicant's unit is a member of the Twin Cities Public Engagement Network (TCPEN).