

Collaborative Publicly Engaged Scholarship (CPES) Program 2020 Request for Proposals

Proposals Due: February 19, 2020
Selection Notification: February 28, 2020
Duration of funding: 9 months from March 1 - November 30, 2020
Maximum Funding Request: \$5,000 with total of \$20,000 available to fund 4 projects

Through the UW Tacoma Strategic Initiative Fund (SIF), the Office of Research in collaboration with the Office of Community Partnerships received funding to solicit proposals for a continuing program called **Collaborative Publicly Engaged Scholarship (CPES)**. The primary objective of CPES is to provide small grants to UW Tacoma faculty who are conducting on-going publicly engaged scholarship. For purposes of establishing review criteria for this RFP, Dr. Ernest Boyer's definition of publicly engaged scholarship will be referenced with an emphasis on supporting projects that can clearly demonstrate the following:

1. Documented and proven collaboration between faculty member(s) and a community partner (or organization) outside of the University;
2. Documented activities or products that support mutually beneficial exchange of knowledge between the faculty member(s) and his/her community partner;
3. Evidence of exchange of resources between the University and the community partner where both organizations are working toward equal contributions of resources (ex. time and effort) needed to achieve shared goals.

CPES proposals may include aspects of teaching (ex. service-learning), research (ex. community based participatory research), or service (ex. community service, outreach, advocacy). Proposals that include student involvement in the work will receive higher funding priority.

Who may submit proposals: Any competitively hired, full-time faculty member.

Note: Faculty who recently received funding from the Office of Community Partnership Faculty Fellows program are NOT eligible to apply for CPES 2020 funding.

Proposal Details: Proposals should not exceed 3 pages. Preferred format is single – spaced using 11-point font such as Times Roman or Arial with 1-inch margins on all sides. The proposal will address the following:

1. Description/summary of the publicly engaged activity either in progress or a new activity that will be initiated with support of this funding.
2. Description of the UW Tacoma faculty, staff, and/or unit involvement in the activity.
3. Description of the community partner and evidence of the partner's *shared engagement* in the proposed activity.
4. Summarize how each partner (including UW Tacoma) has or will benefit from this relationship and the work that will be performed.
5. If this is an on-going activity, identify how students have been involved in your program and how this funding may lead to more student involvement. If this is a new activity, describe how can this funding can support involvement of students into this new activity.

6. Identify at least one impact goal within the UW Tacoma Strategic Plan *Charting our Course* that may be impacted by your project (ex. Scholarship) and provide a brief description of the evidence that can be used to assess impact toward at least one success indicator within the chosen goal.
7. Provide a brief description of funds needed and how funding may benefit each partner.
8. Describe how resources have or can be contributed by each partner. Letters of contribution or support from your community partner are strongly encouraged.

The **proposal budget** may NOT include faculty salary or course buy-out time.

First time renewal applications are allowed. In addition to the proposal requirements above, renewal applications need to address the following:

1. Provide evidence that your initial project met its original objectives.
2. Provide specific ideas and descriptions of future funding opportunities and your timeline for applying for external funding to support your work.

Reporting requirements include participation in a workshop on Publicly Engaged Scholarship scheduled for Fall quarter 2020 and entry of this project into the Community Engagement database called Collaboratory. In addition, a final 2-page report summarizing the publicly engaged work will be due at the end of Dec. Specific requirements for the final report will be included in an award letter.

General Review Criteria:

1. Did the proposer follow the proposal guidelines and provide responses to all 8 questions as specified under proposal details? For renewal applications, did proposer address questions required for renewals? If no, the proposal will not be considered.
2. How strong is the partnership between the UWT faculty member and community partner? Or if this is a new activity, is there sufficient evidence to indicate that a strong partnership could be developed?
3. How does the proposed publicly engaged work benefit the University? How does the publicly engaged work benefit the community partner? And as a whole, does the proposer make a clear and strong argument for how this work aligns with an impact goal and success indicator(s) as identified in question 6?
4. Have resources been exchanged between the University and the community partner to date and to what level has this exchange been equal?
5. How will students benefit from the proposed work that will be supported through this funding?

CPES Selection Process: A Review Committee will be formed comprised of faculty, staff, and at least one student to conduct a confidential and anonymous review of all proposals. The Review Committee will deliberate and assemble a ranked list of proposals with the top ranked proposals receiving funding. An overview/summary of constructive comments will be provided to each proposer at the conclusion of the selection process.

Submission and Contact Information: Submit final proposals to UWT Office of Research at uwtor@uw.edu no later than 5pm on Feb. 19, 2020. Any questions regarding this RFP or the CPES program may be directed to Lisa Isozaki at lisozaki@uw.edu.