

RBC Community Engaged Learning Project Grant

Purpose of Award

The purpose of the RBC Community Engaged Learning Grant is to support Community Engaged Learning (CEL) projects that take place within the Curricular CEL, Orientation Serves, Orientation Month – Timeraiser, Western Serves Network, and Alternative Spring Break (ASB) programs at Western University. To be eligible, the projects must be coordinated through the CEL office at Western's Student Success Centre, and involve a partnership between Western University and the applying non-profit organization in London-Middlesex County (Community Partner). Awarded by The Student Success Centre and made possible through RBC, the RBC Community Engaged Learning Project Grant aims to support and enhance projects that meet an identified need in the community and provide Western students the opportunity to apply their learning and promote their sense of civic engagement.

Award Value

Community Partners may apply for up to \$500 with demonstrated need for the full amount of funding requested. Although multiple applications from the same organization for various projects are welcome, no more than one grant may be awarded to an organization per term. This ensures that funding is shared across community organizations and community needs. The intent of the award is to provide funds that will either enhance or make your CEL project possible. Funds can be used for printing materials, software purchases, event materials (e.g., food for a community meal), etc.

NOTE: The funds must be used in accordance with the budget submitted with the application (see below). For spending that is not included in the initial budget plan please submit a budget change request to The Student Success Centre for approval. This ensures that awarded funds are used for their intended community purpose. If the funds can no longer be used for their original purpose or to meet the indicated community need, it may result in a return of the awarded funds.

Eligibility

In order to be considered for the *RBC Community Engaged Learning Project Grant*, applications and projects must meet the following requirements:

- Funds must be used towards projects that are coordinated through one of the following CEL programs: Curricular CEL (CEL Courses), Western Serves, Western Serves Network, or Alternative Spring Break (ASB), and take place during the 2016-17 academic year.
- Projects must address an identified need within the Community Partner organization or the community members served.
- Projects must engage at least one Western student involved in a Community Engaged Learning initiative and at least one Community Partner organization.
- Funding allocations must go towards components of the project (e.g., printing materials, software purchases, event materials), not labour or staffing costs.

Evaluation Criteria

Applications for the *RBC Community Engaged Learning Project Grant* will be adjudicated based on the following criteria:

- Community project is in collaboration with a CEL program coordinated by the CEL office at Western University
- Purpose of the project and intended outcome
- Degree to which the funding will impact the success of the project (i.e., funding is integral to the success of the project)
- Outline of the intended use of the grant funds
- Clear articulation of the community need the project will serve

Applications for the *RBC Community Engaged Learning Project Grant* will be adjudicated by staff of The Student Success Centre who are not on the Community Engaged Learning team.

Submission DEADLINE:

Applications are due **Friday, September 29th, 2017 at 4pm**

Submission Guidelines

Partners interested in applying for the funds must complete an online form to describe their CEL project and provide information regarding the use of the funds. Specifically, the online form includes the following sections:

- 1) Organization Information
 - Name
 - Contact name and email
- 2) CEL Project/Placement Details
 - Impact of the project (i.e, community need the project will serve)
 - Desired Outcomes
- 3) Proposed Budget and Rationale
 - Provide a breakdown of the budget and how the funds will be spent
 - Explain the need for the funds

Requirements for Recipients

Recipients of this award must submit a final report outlining the success of the project and how the funds were used by December 30th, 2017.

The RBC Community Partner Project Grant is made possible by:



The Student Success Centre
careers leadership experience