



# SENIOR FACULTY FELLOWS PROGRAM

## July 2019 – June 2022 Request for Proposals

### Overview and Program Goals

#### Faculty Fellows

The Indiana Campus Compact **Faculty Fellows** program is a year-long learning community experience designed to reflect the tenets of Boyer's (1996) vision of the scholarship of engagement. Selected individuals will serve a one-year term as part of a cohort with other engaged scholars from Indiana Campus Compact partner campuses. Each year the cadre of selected scholars will work collaboratively on a scholarly project which will seek to advance the understanding and practice of the field of community engagement through the collaborative engagement research paradigm (Jacquez, Ward, & Goguen, 2016), while individually incorporating community engagement into the three components of faculty work: teaching, research, and service.

The overall goals of the **Faculty Fellows** program include:

1. Building a strong and productive cadre of engaged scholars as envisioned through the collaborative engagement research paradigm (Jacquez, Ward, & Goguen, 2016).
2. Supporting faculty through the implementation of high-impact community engagement teaching practices (Hoy & Johnson, 2013) approached through a critical lens as imagined by Mitchell (2008).

#### Senior Faculty Fellows

The **Senior Faculty Fellow** is a three-year leadership opportunity for a highly engaged scholar who will serve as a peer mentor to each cadre of selected Faculty Fellows beginning in July 2019 – May 2022. The Senior Fellow will work closely with the staff at Indiana Campus Compact to shape the thematic work of each cohort of Fellows, ensuring that there is a common thematic thread connecting them.

The overall goals for the **Senior Faculty Fellow** program include:

1. Cultivate a culture of engaged leadership (Liang & Sandmann, 2015) through the collaborative engagement research paradigm (Jacquez, Ward, & Goguen, 2016).
2. Supporting the development of the competencies necessary to advocate for the use critical community engagement (Latta, Kruger, Payne, Weaver, & VanSickle, 2018; Mitchell, 2008) throughout higher education.

The Senior Faculty Fellow will:

1. Collaborate with Indiana Campus Compact staff to develop the three-year thematic lens that will guide the work of each Faculty Fellow cohort.
2. Lead each Faculty Fellows cohort, in the collaborative engagement research paradigm model (Jacquez, Ward, & Goguen, 2016), as a cadre of engaged scholars to develop and implement a research or creative project to enhance the understanding and advancement of the practice of the field of community engagement.
3. Teach/instruct a high-impact community engaged learning experience (Hoy & Johnson, 2013) in a manner that moves beyond traditional forms of service-learning toward a more critical perspective (Latta, et al., 2018; Mitchell, 2008). This experience could be envisioned as a curricular or co-curricular experience as described by Hoy & Johnson (2013).
4. Develop a new, or enhance an existing community-campus partnership as a means to provide professional service in a manner that fosters authentic and reciprocal relationships (Mitchell, 2008) by working with organizations from a social change perspective in what Boyer (1996) calls "the building of a more and just society" (p. 13).
5. Mentor Faculty Fellow participants in a manner that stimulates continued professional growth and development of faculty civic agency (O'Meara, Sandmann, Saltmarsh, Giles, 2011; O'Meara, 2012).

Additionally, the Senior Faculty Fellow is expected to:

- Co-facilitate three (3) mandatory, overnight retreats (the first retreat will be scheduled in mid- to late-July; the other two retreat dates will be determined by the participants during the first retreat.);
- Co-lead monthly conference call discussions;
- Initiate and respond to electronic listserv discussions;
- Produce traditional (e.g., academic publications, conference presentations, etc.), creative works (e.g., public art, exhibitions, etc.), and/or educational and public resources (e.g., program evaluation, training materials, community assessment tools, etc.) for dissemination; and

- Meet all agreed upon group and individual project deadlines, and submit a mid-term and final report outlining progress toward identified individual and groups goals and objectives.

## Eligibility

Full-time faculty from any discipline at Indiana Campus Compact partner who have **either**:

- served as an Indiana Campus Compact Faculty Fellow within the last six (6) academic years; **or**
- possess exceptional knowledge, skills, and abilities in the field of community engagement, and a working knowledge of critical community engagement as envisioned by Mitchell (2008), along with an understanding of the scholarship of engagement and proven leadership skills.

## Fellowship Duration and Funding

The fellowship will last from July 1, 2019 through May 31, 2022.

Indiana Campus Compact has funding to award one three-year **Senior Faculty Fellowship** during the 2019-2022 funding cycle to a highly-experienced engaged faculty member from a partner institution.

- The award amount is \$5,000 per year, for a total of \$15,000 for the 3-year award period.
- Institutions are required to provide a minimum cash match of \$2,500 per year, for a total of at least \$7,500 for the 3-year award period.

Funding is awarded on a reimbursement basis. The Fellow will receive a yearly reimbursement upon submission of required reports.

Any unused funds are required to be transferred to an individual professional development account for use by the Fellow beyond the term of this program.

Funding for this program is supported by a grant from Lilly Endowment Inc. to Indiana Campus Compact.

## Application Timeline and Routing

### Application Timeline

	2019 – 2022
<b>Letters of Intent Due:</b>	Friday, February 22, 2019
<b>Full Proposals Due:</b>	Monday, April, 1 2019
<b>Award Notification:</b>	Wednesday, May 15, 2019
<b>Funding Period Begins:</b>	Monday, July 1, 2019
<b>Yearly Mid-Term Reports:</b>	Mid-January 2020, 2021, 2022
<b>Yearly Reports:</b>	Mid-June 2020, 2021
<b>Funding Period Ends:</b>	Tuesday, May 31, 2022
<b>Final Report Due:</b>	Tuesday, June 14, 2022

### Application Routing

All applications must be routed through the appropriate office at the applicant’s campus. Applicants are responsible for obtaining the appropriate approvals prior to submission.

The following partner institutions **must** route their proposal through the following offices:

- Indiana University (Bloomington, East, Indianapolis, Kokomo, Northwest, South Bend, and Southeast) must route their application through Indiana University’s Contract and Grants office.
- Purdue University campuses (Purdue University, Purdue University Fort Wayne, and Purdue University Northwest) must route their application through Purdue University’s Sponsored Programs office.
- Ivy Tech Community College campuses (any campus) must route their application through the Ivy Tech Community College’s Central Indiana Grants Office

## Award Terms

Upon acceptance of the award, the Principal Investigator and their employing institution will be required to sign an Award Letter indicating acceptance of [Indiana Campus Compact’s Grant Terms and Conditions](#). Indiana Campus Compact must be notified in advance of and approve any significant changes to project or research protocols.

## Application Process and Requirements—Letter of Intent

### Submission Process for the Letter of Intent

Letters of Intent are to be submitted via email to [laura@incampuscompact.org](mailto:laura@incampuscompact.org). The subject line must include Letter of Intent/Sr. Faculty Fellow/Applicant Last Name (e.g., Letter of Intent/Sr. Faculty Fellow/Doe).

Indiana Campus Compact is able to accept Adobe PDF (.pdf), and Microsoft Word (.doc, or .docx) attachment types.

### Requirements for the Letter of Intent

All applicants are to submit a **Letter of Intent**, which is required to be double spaced, submitted on university/department letterhead, and not to exceed three (3) pages. The letter should address the following items:

1. Your commitment to and previous experience with community engagement and knowledge of critical community engagement, including the scholarship of engagement.
2. The degree to which critical consciousness and/or other critical theories are embedded within your personal and/or professional philosophy and how it influences your engaged scholarship.
3. Reflections on the identities and strengths you would bring as an engaged scholar and leader to the Faculty Fellows program.

## Application Process and Requirements—Full Proposal

### Submission Process for the Full Proposal

Full Proposals are required to be submitted via [Indiana Campus Compact's Engagement Portal](#). All proposals must be submitted using the Principal Investigator's profile. All submissions must be completed at one time, the system is not able to save incomplete applications for completion at a later date. Detailed instructions on how to create a user profile in [Indiana Campus Compact's Engagement Portal](#) can be found on the [Indiana Campus Compact website](#).

- The proposal abstract, narrative, and assessment strategies will be uploaded as one document. Approved file types are Adobe PDF (.pdf) or Microsoft Word (.doc, or .docx).
- The letters of support, budget narrative, and fiscal form will be uploaded as individual documents. Approved file types are Adobe PDF (.pdf) or Microsoft Word (.doc, or .docx).

### Requirements for the Full Proposal

Proposals are to be formatted (double spaced, Times New Roman) according to the guidelines of the current edition of the Publication Manual of the American Psychological Association (APA Style Guide), and include a reference page and appendices where appropriate.

#### 1. Program Vision (*not to exceed four pages*)

Briefly describe your overall vision for the 2019 – 2022 award period. Please include the following:

- a. a thematic thread that aligns with Indiana Campus Compact's 3-year project focused on actualizing community-campus engagement for systematic change;
- b. the leadership role you envision taking as the Senior Faculty Fellow and how this aligns with the role you envision for that of the Indiana Campus Compact program staff; and
- c. how the role of Senior Faculty Fellow will enhance or impact your professional growth.

#### 2. Curriculum Vitae (*not exceed eight pages*)

Applicants are required to submit a copy of their curriculum vitae, which highlights their knowledge of, and experience with, community engagement, as well as their commitment to the scholarship of engagement.

#### 3. Letters of support

The following two **Letters of Support** are required:

- a. **Academic Senior Administrator:** All applicants must include a letter of support from a senior-level academic administrator (i.e., department chair, school or college dean, provost or vice chancellor for academic affairs) at their institution. This letter should specifically address how this position supports the goals of the school or department;
- b. **Engaged Scholar:** The second letter of support should be from either a past or current Indiana Campus Compact Faculty Fellow or from the leader/facilitator of a similar institutional, state-wide, or regional engaged scholars fellowship program. This letter should focus on why this person feels you would be a good leader for the Faculty Fellows program.

*\*More than two letters of support are encouraged.*

#### 4. Budget and Justification

- a. **Budget Narrative:** Briefly outline the anticipated expenses and how they support your project (not to exceed one page).
- b. **Fiscal Form:** Proposals must include the Indiana Campus Compact Fiscal Form, see Appendix B. All requests must adhere to the [Grant Terms and Conditions](#) regarding allowable and non-allowable funding requests.

## SAMPLE BUDGET

ITEM	COST BASIS	AWARD	CASH MATCH	TOTAL
Year 1 Faculty supplemental pay	4% of \$60,000	\$ 600.00	\$ 1,800.00	\$ 2,400.00
Year 1 Student assistant stipend	1 @ 5 hours/week @ \$9/hour; 20 weeks	\$ 700.00	\$ 200.00	\$ 900.00
Year 1 Community partner stipend	2 @ \$500 each	\$ 500.00	\$ 500.00	\$ 1,000.00
Year 1 National conf. lodging	3 days @ \$159	\$ 477.00	---	\$ 477.00
Year 1 National conf. airfare	Round-trip	\$ 300.00	---	\$ 300.00
Year 1 National conf. registration	1 registration	\$ 500.00	---	\$ 500.00
Year 2 Faculty Supplemental pay	4% of \$60,000	\$ 600.00	\$ 1,800.00	\$ 2,400.00
Year 1 Student assistant stipend	1 @ 5 hours/week @ \$9/hour; 20 weeks	\$ 700.00	\$ 200.00	\$ 900.00
Year 1 Community partner stipend	2 @ \$500 each	\$ 500.00	\$ 500.00	\$ 1,000.00
Year 2 National conf. lodging	3 days @ \$159	\$ 477.00	---	\$ 477.00
Year 2 National conf. airfare	Round-trip	\$ 300.00	---	\$ 300.00
Year 2 National conf. registration	1 registration	\$ 500.00	---	\$ 500.00
Year 3 Faculty course release	1 course; fall 2021 (12.5% of \$60,000)	\$ 5,000.00	\$ 2,500.00	
Year 3 Student assistant stipend	1 @ 5 hours/week @ \$9/hour; 20 weeks	\$ 900.00	---	\$ 900.00
Year 1 Community partner stipend	2 @ \$500 each	\$ 500.00	\$ 500.00	\$ 1,000.00
Year 3 National conf. lodging	3 days @ \$159	\$ 477.00	---	\$ 477.00
Year 3 National conf. airfare	Round-trip	\$ 300.00	---	\$ 300.00
Year 3 National conf. registration	1 registration	\$ 500.00	---	\$ 500.00
Anticipated residual funds	Future professional development	\$ 1,179.00		
	<b>Total:</b>	<b>\$ 15,000.00</b>	<b>\$ 8,000.00</b>	<b>\$ 23,000.00</b>
	<b>Total Award Request:</b>	<b>\$ 15,000.00</b>		

\*Any unused funds are required to be transferred to an individual professional development account for use by the Fellow beyond the term of this program.

## Questions

Direct question to Laura Weaver, Director of Professional Development and Engaged Learning at [laura@incampuscompact.org](mailto:laura@incampuscompact.org).

## About Indiana Campus Compact

Indiana Campus Compact is a 501(c)(3) non-profit partnership of Indiana's public, private, and community college higher education institutions focused on advocating, implementing, and improving community engagement efforts so that students graduate as well-informed, engaged, and productive members of society who are fully enabled to provide leadership and service that advances the public good in their communities. Indiana Campus Compact is an affiliate of National Campus Compact, headquartered in Boston, Massachusetts.

## References

- Boyer, E. L. (1996). The scholarship of engagement. *Journal of Public Service and Outreach*, 1(1), 11–20.
- Hoy, A., & Johnson, M. (2013). Future possibilities: High-impact learning and community engagement. In A. Hoy, & M. Johnson (Eds.), *Deepening community engagement in higher education: Forging new pathways* (pp. 273–281). New York, NY: Palgrave Macmillan.
- Jacquez, F., Ward, E., & Goguen, M. (2016). Collaborative engagement research and implications for institutional change. In M. A. Post, E. Ward, N. V. Longo, & J. Saltmarsh (Eds.), *Publicly engaged scholars: Next-generation engagement and the future of higher education* (pp. 76–95). Sterling, VA: Stylus.
- Latta, M., Kruger, T. M., Payne, L., Weaver, L., & VanSickle, J. L. (2018). Approaching critical service-learning: A model for reflection on positionality and possibility. *Journal of Higher Education Outreach and Engagement*, 22(2), 31–56.
- Mitchell, T. (2008). Traditional vs. critical service-learning: Engaging the literature to differentiate two models. *Michigan Journal of Community Service Learning*, 14(2), 50–65.
- O'Meara, K., Sandmann, L. R., Saltmarsh, J., Giles, D. E., Jr. (2011). Studying the professional lives and work of faculty involved in community engagement. *Innovation in Higher Education*, 36(2), 83–96.



## Appendix A – Sample Demographics Senior Faculty Fellow

This appendix provides a sample of the information collected through our grant portal. Please be prepared to provide this information when submitting your proposal.

### Principal Investigator Information *(individual who is applying for the grant)*

- First and Last Name
- Professional Title
- Institution
- Institutional Department
- Institutional Phone
- Institutional Email
- Personal email (must not match institutional email)
- Permanent address (must not match institutional address)
- Professional Bio (limited to 300 words; uploaded as either an Adobe PDF (.pdf) or Microsoft Word (.doc, or .docx) file type)
- Professional Headshot (provided as an uploaded document, must be 300 dpi .jpeg)

### Proposal Information

- Proposal Title
- Project Dates
- Grant Funds Request Amount (grant dollars only, not including cash match dollars)
- Institutional Cash Match provided

### Fiscal/Grant Manager

- Fiscal Manager First and Last Name
- Fiscal Manager Institutional Email  
\*The Fiscal Manager refers to the individual who is a designated financial signatory for the campus. The Fiscal Manager will fulfill the fiscal reporting requirements and manage all fiscal aspect of the grant.
- Grant Manager First and Last Name (if different from the Principal Investigator or Fiscal Manager)
- Grant Manager Institutional Email (if different from the Principal Investigator or Fiscal Manager)  
\*The Grant Manager refers to the individual who is overseeing the grant process and submitting required reports.

### Signatures

The Principal Investigator will digitally sign the grant portal submission form. The Fiscal Manager and Principal Investigator will sign the uploaded fiscal form.

Your digital signature will represent, to the best of your knowledge, that the information you provided is true and correct and that you have agreed to the 2019 – 2022 [Indiana Campus Compact Grant Terms and Conditions](#).

\*Please note, although request for proposals for the following campuses must be routed through their central office, we require each Principal Investigator to create their own individual account for submission. General accounts by Contract and Grants office will not be accepted.

- Indiana University (Bloomington, East, Indianapolis, Kokomo, Northwest, South Bend, and Southeast) must route their application through Indiana University's Contract and Grants office.
- Purdue University campuses (Purdue University, Purdue University Fort Wayne, and Purdue University Northwest) must route their application through Purdue University's Sponsored Programs office.
- Ivy Tech Community College campuses (any campus) must route their application through the Ivy Tech Community College's Central Indiana Grants Office

