**2016 W.K. Kellogg Foundation Community Engagement Scholarship Awards/**

**C. Peter Magrath Community Engagement Scholarship Award**

**Application Form/Guidelines**[[1]](#footnote-1)

1. **Cover Page**

 Include the following information:

1. Main program contact person:

 First and Last Name:

 Title:

 College and Department:

 Phone Number:

 E-Mail Address:

1. Partnership Details:

Program/Project Title:

 Departments involved:

 Colleges involved:

 Community Partner Organizations involved:

**B. Document**

**Section 1: Significance of the Engagement Partnership**

 Section 1.1 Abstract (300 words)

In 300 words, summarize the community-university partnership and any published scholarship that has resulted from the partnership.

***Sections 2-5 (2200 words total)[[2]](#footnote-2)***

**Section 2. (550 words) Relationship and Reciprocity Between the Community and University**

Describe the issue, its significance, the relationship between the university and community, and how reciprocity is a part of the relationship. **Please answer the following questions as part of this description:**

2.1 Who are the university and community partners?

2.2 How does your engaged partnership fit into the mission, vision, strategic plan of Texas Tech University? [[3]](#footnote-3)

2.3 How did the university and community work together—what was the role of each partner and what was accomplished?

2.4 Provide evidence of shared decision-making and partnership empowerment (such as letters of agreement, memorandums of understanding, minutes of meetings, or other similar documents).

**Section 3: (550 words) Impact on Community Partners and University**

*Impacts should include, but not be limited to, knowledge generation and sharing, economic, social and educational impact within the community, as well as additional dollars generated through grants, contributions, fees, etc. Impacts must include scholarship and may also include (but are not necessarily limited to) student success and development of human capital.*

**Please answer the following questions as part of your description.**

3.1 What were the anticipated benefits for community partners?

3.2 What has been the impact in the community?

3.3 What were the anticipated benefits for the university?

3.4 What has been the impact in the university?

3.5 How has the university-community partnership helped advance the mission of the university. What has changed for the university and the community as a result of this project?

**Section 4. Funding (about 100 words)**

4.1 Identify initial funding that supported development of this engagement initiative and,

4.2 Describe how you are addressing sustainability.

**Section 5: Lessons Learned and Best Practices (550 words)**

5.1 What were the challenges for the community and university partners and how were those challenges met?

5.2 What conclusions and best practices can be drawn from the partnership? (These could include the processes of being partners and sustaining a partnership, innovative solutions to community issues, changes in the partnership or changes within one of the partners.)

5.3 How have you documented these conclusions and best practices?

5.4 How have you shared these conclusions and best practices with the public?

**Section 6: Future (550 words)**

6.1 What are the future plans for this partnership?

6.2 What funding do you require to maintain or complete this project?

6.3 How will the partners continue to work together or how will they determine when the partnership is concluded?

**Appendix (max. 8 pages)**

**Applicants also are encouraged to include in the** appendix documents that describe the impact of the partnership. This could include summaries of evaluations, letters of support, news releases, scholarly products, etc.

Thank you for working your way through these questions. We know that every submission will reflect an interesting and important engagement project and look forward to highlighting and publicizing each one on TTU’s Outreach and Engagement website as well as providing opportunities for external publicity through the TTU Communications and Marketing Office.

**Submit to:** **birgit.green@ttu.edu****; Deadline: April 4, 2016.**

1. Based on the Guidelines of the [2016 W.K. Kellogg Foundation Community Engagement Scholarship Awards/C. Peter Magrath Community Engagement Scholarship Awards Program](http://www.aplu.org/projects-and-initiatives/economic-development-and-community-engagement/community-university-engagement-awards/2016-community-university-engagement-awards-program-application-guidelines-final.Feb316.pdf). [↑](#footnote-ref-1)
2. The application instructions give a 2200 word total for all the text in sections 2-5 based on an understanding that some sections may be longer than others. Please keep this in mind that there will be an editing process between the internal and external submission, so please don’t let counting words distract from answering the questions. At this point, the most important thing is to show how your project meets their criteria. [↑](#footnote-ref-2)
3. It is most likely that the project will further Strategic Priority 4, Increase Engagement, but it may involve other priorities as well. See [TTU Strategic Plan](http://www.ttu.edu/stratplan/). [↑](#footnote-ref-3)