

University of Denver Grand Challenge Classes Request for Proposals (RFP)

Relevant for Course Offerings: AY 2020-2021

Center for Community Engagement to advance Scholarship and Learning
Date Issued: October 2020

Background

Grand Challenges is a family of DU initiatives that harness the multi-disciplinary expertise and interests of students, staff, faculty, and community members to pursue ambitious and achievable public good goals. Grand Challenges bring together curricular, scholarship, creative work, and co-curricular activities to advance community-engaged, public good work on complex issues that affect our communities locally, regionally, nationally, and globally.

The DU Grand Challenges theme—Thriving Communities—was selected through a collaborative process with campus and community constituents. Thriving Communities will address three issues: improving daily living, increasing economic opportunities, and advancing deliberation and action for the public good.

Funding Type and Amount

From a pool of \$10,000, grants up to \$500 are available for course development and/or project funds that connect to the DU Grand Challenges issue.

Grants are intended to cover class-related expenses beyond normal departmental support. They are not intended to relieve departmental budgets or to relieve the budgets of community partners.

Examples of Fundable Expenses

- Course activity costs as well as materials and supplies, such as specialized equipment, duplicating and mailing expenses.
- Requests may include faculty stipends of \$50/hour for up to 5 hours of time required for the development of new community-engaged learning opportunities.
- Expenses directly related to carrying out a project (e.g., honorarium for community partner time, mileage reimbursement for transportation to community sites, meals during project events).

Non-Fundable Expenses

- Computers
 - Please note: If your project requires computers for use by student collaborators on your project, please contact Maddie Duven (maddeline.duven@du.edu). CCESL will try to arrange for you to borrow a laptop for student use during the fund period.
- Conference attendance
- Routine office expenses
- Expenses that have already been incurred
- Student tuition
- Compensation of students for academic, credit-bearing service

In addition to carrying out the proposed class/project, recipients are expected to:

- Work with CCESL to disseminate information about your Grand Challenge class.
- In lieu of a grant final report, we require that you submit a short (300-500 words) article on your Grand Challenge class for publication in our Public Good Newsletter. We hope that this short article will help translate the impact of your work campus-wide. Please plan to submit the article within a month of the end of project for timely inclusion in the newsletter. You are welcome to involve student or community partner co-authors in this brief article.
- In communications about this project (e.g., posters, talks, manuscripts), please plan to include recognition that the work is funded by DU Grand Challenges and the Arthur Vining Davis Foundations (AVDF). For talks and posters, we are happy to provide a copies of the Grand Challenges and AVDF logos for your use (please email DU.GrandChallenges@du.edu).

Note that any use of funds must be in accordance with institutional policies as detailed at www.du.edu/bfa. For example (but not limited to): research involving human or animal subjects must be reviewed by the DU Institutional Review Board; international travel must be coordinated through the Office of International Travel; driving using institutional funds must be in adherence to the Risk Management Driving Policy www.du.edu/risk.

Eligibility

Class instructors (including all faculty, graduate students, and postdoctoral fellows) are eligible to apply for course-based project funds.

Selection Process and Criteria

Proposals are reviewed on a rolling basis. The selection committee bases its selection on the quality of the proposal, including the budget request and narrative, as well as with consideration of supporting courses across the university.

Submission Process & Deadline

Applications are reviewed on a rolling basis. Please expect approximately 2-3 weeks for your application to be reviewed.

To access the online application, [click here](#).

Your materials should reflect considerable thought and preparation, sufficient to guide the members of the DU Grand Challenges Class Selection Committee in their review.

CCESL confirms application receipt by email. If you do not receive an email confirmation of application receipt within 2 business days, please contact katie.kleinhesselink@du.edu.

University of Denver Grand Challenge Classes Proposal Form

Part 1: Basic Information

Name:

DU ID Number:

E-mail:

Department/School/Center:

Academic Rank:

Amount requested:

Course Title:

Quarter(s) course will be offered:

If this will be a community-engaged class, have you completed a service learning or other community engagement training?

____ Yes. Please list: _____
____ No

Is this proposed course based on an already-existing course (if yes, please explain)?

Part 2: Course Description

1. Please describe your course. Your narrative should provide committee members who are not familiar with your topic a clear understanding of the content, objectives, and approaches of the course (up to 2,200 characters; approximately 300 words).
2. Describe how you will use these funds to align your course with DU Grand Challenges (up to 2,200 characters; approximately 300 words).
3. Provide a timeline, including start and end dates for the proposed work.
4. Please list 3 keywords for the project:

5. Please estimate the number of individuals/community partners affected by this project:
- Undergraduate students:** **Graduate students:**
- Staff:** **Faculty:**
- Community Members:**
- Community Organizations** (Please list the name of the community partner(s), if applicable):

Part 3: SYLLABUS

Please upload a copy of your syllabus into the online application.

Part 4: BUDGET AND BUDGET JUSTIFICATION

Save your budget and justification as a single document and upload into the online application. *Note:* Review the RFP section on “Use of Funds” for fundable and non-fundable expenses.

BUDGET

	Amount Requested	Other Support*	Total Budget
Salaries			
Student			
Other DU Labor**			
Total Salary			
Fringe***			
Student Labor (academic year)			
Non-Appointed Hourly			
Appointed Staff			
Total Fringe			
Supplies and Expenses			
Equipment			
Travel****			
Publication, Exhibition or Performance Expenses			
Other (please specify below)			
TOTALS			

*List any support your academic unit or any other funding source is providing for this effort (e.g. secretarial support, graduate research assistant, partial departmental funding, reduction in other assignments, etc.)

**If “Other DU Labor” includes faculty or staff stipends (including summer salary) you must include a section in the Budget Justification about how the work goes above and beyond current DU responsibilities.

***Please use University fringe rates for students or faculty (non-benefitted summer salary only), available [here](#).

****Travel in excess 20% of the total project budget must be justified in budget narrative.

BUDGET JUSTIFICATION

Detail a justification for each budget item requested. ***If justification for an item is not specific the item will be deducted from the budget.*** If students are being paid to assist with the project please describe the expected outcomes of their work. Be sure to fully justify stipends and travel expenses.