**Academic Community Engagement (ACE) Project Funding Guidelines**

*Supported by the Bonner Center for Community Engagement with funds from the Bonner Foundation*

The Bonner Center for Community Engagement invites faculty members on continuing appointments to apply for up to $500 to support projects linked to specific academic courses. Applicants are asked to provide course objectives, a description of the community-based project, anticipated outcomes for both the community and the students, and a budget proposal.

Community projects must be hosted by a local 501(c)3 non-profit organization or a governmental agency in Rome-Floyd County, Georgia. Further, projects must target issues related to at least one of the following four areas: education, environment, human need, and public safety. In compliance with the Bonner Foundation’s regulations, please note that the following activities are prohibited when accessing project funds:

* Service on behalf of a political organization or campaign
* Service involving religious proselytizing and evangelism (i.e., church youth groups, activities

meant to teach or convince a specific religion, Bible studies)

* Pure, scientific research in a laboratory
* ROTC or military service
* Service primarily benefiting a family member

The ACE Faculty Advisory Committeei will review applications from faculty for the use of these funds.

Recipients of the grants will be asked to evaluate their ACE projects and submit a brief report to the Bonner Center for Community Engagement. The one- to two-page document should explain how the project related to the achievement of course objectives and what outcomes were experienced by both the community and the students. Additionally, the report should include a detailed listing of expenditures. Deadlines for these reports will be the end of the first month of the semester following the completion of the projects.

The attached rubric will be used in determining the eligibility of funding requests.

**Community Engagement Project Funding Rubric**

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| Criteria | 3 | 2 | 1 |
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| Project hosted by 501c3 or governmental agency in Rome-Floyd County, GA | YES |  | NO |
| Project addresses at least one of the following issue areas: education, environment, human need, public safety | YES |  | NO |
| Project supports course objectives | Explicitly articulated  | Implied  | No linkage identified explicitly or implied  |
| Project supports student learning | Explicitly articulated  | Implied  | No linkage identified explicitly or implied  |
| Project meets need identified by agency | Articulated by agency in a letter of support | Described by faculty member in proposal  | Not identified |
| Project advances the mission of the agency | Articulated by agency in a letter of support | Described by faculty member in proposal  | Not identified |
| Project benefits agency and/or its clients | Articulated by agency in a letter of support | Described by faculty member in proposal  | Not identified |
| Funding beneficiary | Partner agency StudentFaculty Member and/or Berry College | StudentFaculty Member and/or Berry College | Faculty Member and/or Berry College |
| Project includes proper orientation for students | Agency-sponsored orientation including review of community issues and organizational protocol | Lead-in discussion facilitated by faculty member | Readings/collateral materials presented to students |
| Liability issues considered (i.e., background check for students working with vulnerable populations) | YES |  | NO |