



# STRENGTHENING CAMPUS & COMMUNITY ELECTION ENGAGEMENT GRANT

2023–2024 Request for Proposals

February 2024

## Essential Program Information

**Program Overview:** This funding opportunity supports nonpartisan efforts to engage students and community in the 2024 elections through on- and off-campus strategies to improve election education, voter participation, civic education, and civil dialogue.

**Project Examples:** Voter education and registration activities and events; town hall or civil dialogue activities and events; post-election day events; polling experiences; legislation education initiatives

***All funded projects/activities must be nonpartisan.***

**Funding Award:** \$1,500

**Who Is Eligible:** Faculty, professional staff, senior administrators, graduate students, and undergraduate students\*

*\*Undergraduate student applicants require a faculty, campus professional staff, or a graduate student to serve as the co-primary investigator in an administrative support role.*

**Proposal Deadlines:** March 18 & June 1, 2024

**Program Period:** January 15 to November 30, 2024

**Information Available:** [www.communityengagedalliance.org/electionengagement/](http://www.communityengagedalliance.org/electionengagement/)

## Program Details and Goals

The Community-Engaged Alliance **Strengthening Campus & Community Election Engagement Program** supports CEA partner institutions to engage students and community in the 2024 elections through civic education and nonpartisan election engagement. Funded projects should focus on promoting student and community voter participation, fostering democratic engagement and civil discourse through educational activities, and creating relationships with nonpartisan community organizations that last beyond the election cycle. Recipients are strongly encouraged to participate in the National Study of Learning, Voting, and Engagement (NSLVE) as a means of learning more about their campus' student voter participation.

### Program Goals:

1. Create or strengthen a lasting community-campus relationship with a nonpartisan community organization that fosters civic education or engagement.
2. Promote and facilitate increased voter registration of students and local community members.
3. Advance nonpartisan voter education opportunities for students and local community members to learn about voting, local candidates, or the electoral process.
4. Organize campus or community-wide events that increase awareness and practice of civic, democratic, and deliberative dialogue practices.

Recipients can engage in a one-on-one consultation with Community-Engaged Alliance staff during the project.

## Project Funding

### Project Funding

- The maximum grant funding for this program is \$1,500.
- Grant funding will be distributed 30 days following a fully executed Funding Agreement. Refer to [Community-Engaged Alliance's Grant Terms and Conditions](#) for additional information on grant fund usage.

## Application Timeline & Institutional Routing

### Application Timeline

**Submission Deadlines:** March 18 & June 1, 2024

**Application Notification:** Applicants will be notified within six weeks from the proposal submission date.

**Project Duration:** Funded projects can begin as early as seven weeks from the proposal submission deadline, and continue through November 30, 2024.

### **Institutional Internal Routing**

Applicants are responsible for ensuring their proposal has been routed through and approved by their granting offices (e.g., sponsored program, contracts & grants, or other similar offices) in accordance with their university's policies for obtaining external funding prior to submission to Community-Engaged Alliance. Any application not approved or properly routed may not be funded.

### **Questions**

Direct question to Mark Pike, Director of Programming and Strategic Initiatives at [grants@engagedalliance.org](mailto:grants@engagedalliance.org).

### **Funding Source**

Funding for this program is supported by a grant from Lilly Endowment Inc. to Community-Engaged Alliance.



### Submission Process, Required Information, & Optional Information

#### Submission System

Proposals are to be submitted via the [Community-Engaged Alliance GivePulse page](#).

#### Required Information

##### Project overview

- Project Title
- Project Start Date—at least seven weeks after the submission deadline
- Project End Date—November 30, 2024
- Requested Amount—monetary figure requested to conduct the project

**Investigator Information**—required for the Primary Investigator and any Co-Investigators:

- Full name
- Academic Institution or Community Organization
- Professional Title
- Email Address
- Phone Number

##### Fiscal Officer\*

- Full Name
- Professional Title
- Email Address
- Business phone number

\*The Fiscal Manager refers to the individual who is a designated financial signatory for the campus. The Fiscal Officer will fulfill the financial reporting requirements and manage all financial aspects of the grant.

##### Needs Statement

- What problem or issue is the project intended to address?
- How was the problem or issue identified?
- What do you believe to be true about the identified problem or issue?

##### Project Description & Activities

- What are the core activities of this project?
- How will each of these activities contribute to the ultimate goal of the project?
- What are the underlying reasons for the way this project was designed?
- Are there community partners?
- Who else is considered participants and what role do these participants play?
- What potential risks and challenges does the project face?
- Have you identified strategies to mitigate these risks?

##### Goals, Anticipated Outcomes, & Evaluation

- How will achieving your goal(s) represent progress toward the identified problem or issue?
- What quantifiable or observable outputs will your core activities produce?
- How will progress be assessed?
- What data will be collected and how will it be analyzed?

##### Dissemination Plan

- How do you plan to share the knowledge you gained or created through this project?
- Do you plan to publish your research results? If so, where?
- Do you plan to present at a conference? If so, what conference?
- How will you communicate the findings of your project to a broad audience?

### **Timeline of Activities**

- Chronologically detail the project plan, month-by-month, and include when funds will be spent.

### **Sustainability Plan**

- How do you plan to generate the financial support, institutional support, and community engagement needed to sustain the project?
- How does the design of this project encourage reciprocity for students, faculty, community partners, and other stakeholders?

### **Budget Request Form**

- See Budget Request Form on page 5 or [download it](#) from the Community-Engaged Alliance website. (insert link to fiscal request form)
- All requests must adhere to the [Grant Terms and Conditions](#) regarding allowable and non-allowable expenses.

### **Optional Information**

#### **Letters of Support**

- Letters of support can be submitted from a senior administrator, community partner, or other relevant stakeholders.

#### **References**

- If you use quotations, refer to prior research, or make mention of your previous work in your submission, please provide a reference list in a standard format (e.g., APA, MLA, Chicago, etc.).

### **Signatures**

The Fiscal Manager and Primary Investigator will sign the Budget Request Form prior to it being uploaded.

Your 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 [Community-Engaged Alliance Grant Terms and Conditions](#). It signifies that the application has been routed through and approved by your institution's granting offices in accordance with your institution's policies for receiving grant funds. It confirms that you have provided all the required information and documents, and that failure to provide complete information may result in denial of funding. In addition, you agree to [Community-Engaged Alliance's Terms of Service, Online Privacy, and Non-Discrimination notices](#).



# STRENGTHENING CAMPUS & COMMUNITY ELECTION ENGAGEMENT GRANT

## 2023–2024 Proposal Guide

### Budget Request & Reporting Form

A Budget Request must accompany all Final Narrative Reports.  
This document must be signed by the Primary Investigator and Fiscal Officer before submission.

Primary Investigator			
Institution (no abbreviations)			
Project Title			

**Funding Opportunity**

- |  |   |
|--|---|
| Faculty Fellows                                    | Senior Faculty Fellows                              |
| High-Impact Community Engagement Practices         | Supporting Engagement & Authentic Dialogues         |
| Research With and About Community Engagement       | Implementing an Engaged Scholars Learning Community |
| Strengthening Campus Community Election Engagement |   |

**No Funds Additional Funds Will Be Distributed**

In accordance with Community-Engaged Alliance’s [2023 – 2024 Grant Funding Terms & Conditions](#), funds for this project were disbursed when funding was awarded. No additional funds will be distributed. This document serves as a report of how all funds were spent and if any funds remain.

Project Expense Detail	Cost Basis	Total
	Total	
	Remaining	

**Signatures**

Primary Investigator		Date	
Fiscal Officer		Date	