

PART III – REQUIRED PROGRAM INFORMATION

A. GENERAL INFORMATION

School District:

Grant Contact Information

Name: Title:
Address:
City: State: Zip:
Phone: Fax:
Email:

Grant amount requested:

Proposed match (must be at least 100 percent of grant request):

District Service-Learning History

1. Is the district currently using service-learning as a teaching methodology? Yes No

If yes, please answer the following questions.

Approximately how many teachers are currently using service-learning as a teaching methodology?

Approximately how many students are currently engaged in service-learning?

2. Has the district received funding to implement service-learning from any of the following sources in the past three years?

State Grants

No Yes - If yes, for how many years? How much was received?

Federal Grants

No Yes - If yes, for how many years? How much was received?

Local Funds

No Yes - If yes, for how many years? How much was received?

Other

No Yes - If yes, for how many years? How much was received?

If "yes" to Other, describe:

Proposed Service-Learning Activities

3. Which school in the district/community will be involved in service-learning as a result of this grant?
4. Approximately how many teachers will implement service-learning during school year 2008-2009? (Include all teachers, not just those supported through this grant.)
- a. Of those, approximately how many teachers will be supported directly by this grant?
5. Approximately how many students will engage in service-learning projects during school year 2008-2009? (Include all students, not just those supported by this grant.)
- a. Of those, approximately how many students will engage in service-learning projects as a direct result of this grant?

USING NO MORE THAN SIX (6) PAGES, RESPOND TO THE FOLLOWING
NARRATIVE SECTIONS (B and C), USING DOUBLE-SPACED, 10 POINT ARIAL FONT.

B. PROGRAM OVERVIEW

Respond to the following questions to describe the overall program, including project implementation and sustainability work.

Community Service-Learning (or service-learning) is a teaching and learning approach that integrates community service with academic study to enrich learning, teach civic responsibility, and strengthen communities. Service-learning opportunities provide structured time for reflection, engaging both teachers and students in a thoughtful and thought-provoking process that consciously connects learning with experience.

1. **Executive Summary:** Provide a 200-word summary of the proposed grant. Include highlights about how the proposed goals and objectives (described below in #3) support the priorities and purposes of the grant (as described in the RFP), how the proposed activities (described below in #4) further these goals and objectives, and how the proposed activities advance CSL practice in the district.
2. **Needs Statement:** Describe the need in the district for using CSL methodology. Include data to support your statement. (Do not describe the needs to be addressed through specific CSL projects.)
3. **Goals and Objectives:** Describe the goals and objectives for this grant, including the measurable outcomes you hope to attain. (Goals and objectives should address clearly the grant purpose and priorities that can be found in the RFP.) Applicants must propose a minimum of three measurable objectives, including one in each of the following areas.
 - a. **Community Impact** (How will the CSL projects implemented improve the quality of life in the community? If applicable, how will projects implemented help to reduce barriers to learning?)
 - b. **Student/Participant Development** (How will students implementing CSL benefit from their experience?)
 - c. **Sustainability of CSL** (How will CSL be institutionalized in the district – during and/or after the school day?)
4. **Activities/Timeline:** Provide a detailed timeline, using the chart provided at the end of this document, outlining the activities that will be implemented as a result of this grant. Activities should include the following:
 - a. those related to implementing CSL. *For example, plans for engaging teachers/staff in project implementation, stipends to be given, plans for ensuring high-quality CSL implementation that include the following components: identifying and researching community problems; identifying and proposing possible solutions (projects); planning and implementing these solutions (service); making explicit connections to grade appropriate learning standards; reflecting on their service; demonstrating the results of their project; and working with appropriate school and community organizations and individuals to accomplish the above, etc.; and*
 - b. those related to institutionalizing CSL. *For example, plans for forming a CSL leadership team, curriculum development/integration, professional development, etc.*
5. **Engaging At-Risk Youth:** Describe plans to identify and engage at-risk youth in the activities associated with this grant, including, but not limited to service-learning activities (e.g., leadership opportunities on the CSL Advisory Committee). Provide a summary of strategies and specific activities to be used to support the participation of at-risk students in the community.
6. **Integration with Other Educational and Service Initiatives:** Describe the plan to integrate CSL with other educational and service initiatives in the district (e.g., CSL will be introduced as a component of Academic Support programs).

Name of Grant Program: Community Service-Learning Planning and Implementation
Grants Program (Federal)

Fund Code: 354-B

- 7. Evaluation:** Provide a plan for evaluating the program's progress with respect to implementing service-learning activities and institutionalizing service-learning. Consider collecting attendance, discipline, grade, and MCAS data as part of the evaluation. **Note:** *Planning and Implementation A and B grantees are required to administer teacher, community partner, and pre- and post-student surveys to both a group of CSL participants and a comparison group. The Department provides survey tools. Planning and Implementation 21st CCLC grantees can use the Survey of After-School Youth Outcomes (SAYO) Teacher, Staff, and possibly Youth tools to address these components. Details are available upon request and will be provided to award recipients.*

Planning and Implementation 21st CCLC applicants must answer the following.

- 8. Coordination Between In-School and After-School Staff:** Describe how after-school program staff will coordinate with school-day staff to identify academic areas to address through CSL.

COMMUNITY SERVICE-LEARNING PLANNING AND IMPLEMENTATION GRANT – FUND CODE: 354-B

ACTIVITIES AND TIMELINE

School Year 2008-2009

(Copy this page as many times as is needed for the response.)

Please list or group chronologically if possible by start date.

Activity/Service/ Intended Outcome(s)	Individual(s) Responsible	Schedule/ Timeframe	Activity Supports: Implementation; Institutionalization; or both?	Anticipated Challenges