

2009 Request for proposals for **UCLA Senate Faculty**
proposing Civic Engagement Projects with Los Angeles
Community Based Organizations
Joint COR-CCP Funding Program



The UCLA Center for Community Partnerships requests proposals from UCLA senate faculty for research and other projects that strengthen collaborations with Los Angeles County community organizations. The goal for this funding opportunity is to address three broad priority areas facing the region: 1) children, youth and families; 2) economic development; and 3) arts and cultural affairs. The purpose of the program is to support faculty research and strengthen UCLA's engagement with the broader Los Angeles Community.

The Center has made available a limited amount of funds to support UCLA's civic engagement projects in Los Angeles County. Through the COR-CCP program, the Center matches the funding amount awarded by the Senate to selected proposals which focus on research or projects addressing issues facing Los Angeles.

Proposed community partners must be Los Angeles County based non-profit organizations with valid 501 (c) (3) status designated by the Internal Revenue Service. Awarded funds may be used for research or program materials, travel within Los Angeles County, graduate student researcher support, data collection, database development, transcription costs, dissemination costs and project deliverables. Please review **Budget Guidelines and Funding Restrictions**.

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Proposal Component Detail

Please include the following elements in your proposal narrative:

A. Scope of work and goals of the proposed collaborative project, research or initiative

- What are the goals of the project or research?
- What is the critical community need this project addresses and what have the partners done to determine this as a priority? Describe how this project fits with your regular or professional activities or research agenda.
- What is the immediate potential for practical application to issues in Los Angeles?
- What role do you and your community partner have in this project? Are UCLA students involved in this project? If so, explain their role (and identify whether you are involving graduate students or undergraduate students). Is this project connected with an academic course? If so, please describe.
- Describe the tangible outcomes or product that will result from the work.

B. Building Capacity

- Describe your knowledge and experience in the issues addressed by the project.
- Describe your community partner's knowledge and experience in the issues addressed by the project.
- Describe the history of your relationship with the community partner organization.
- What agency capacities will be developed as a result of the project?

C. Sustainability

- What components of the project will end when these award funds conclude?
- What components of the project will continue?
- Is additional funding necessary to continue the work? If yes, describe how that support will be provided.

D. Dissemination

- What are your plans to disseminate research findings or project results?
 - How will the product of this collaboration be available to the public and/or future researchers?
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E. Budget Justification:

Provide cost breakdowns of any budget item requested. Explain how line items were calculated and why they are necessary. Each line item should relate to a specific activity of your proposed project. Include any other sources of funding or in-kind donation of support for this project. See **Budget Guidelines and Funding Restrictions** below.

Budget Guidelines and Funding Restrictions

Funds **may be** used for direct project costs such as project materials, domestic mileage within the Los Angeles County area, printing and photocopying, informational community forums, data collection, database development, data management, and transcription costs. Funds must support Los Angeles based projects that are designed to benefit people and communities in Los Angeles County. Funds may be requested for the support of UCLA undergraduate or graduate student researchers at a maximum of 25% time to be used toward either stipends or fees. The budget justification should provide detailed information on each budget line item requested for this project.

Funds **may not be** used or requested for:

- UCLA faculty or staff time, salary support, benefits, course buy-out, incentive awards, or other direct or indirect compensation
- Community partner (non-profit organization) individual or staff salary/benefits support, compensation, bonus payments, or other remuneration
- Consultant payments to the campus partner or the community partner
- Equipment purchases, leases, and rentals. Tangible non-inventorial theft-sensitive property having a useful life of more than one year in the range of \$200 - \$4,999
- Travel to the United States from other countries or from the United States to other countries
- Humanitarian aid or social services; school tuitions or scholarships
- Indirect costs or administrative overhead
- Core operating support for existing programs; core operating support for general operations of an existing program or organization
- Automobile, truck, van or other transport vehicle purchase, rental, lease, or sub-lease
- Sub-contracts; losses on sponsored agreements or contracts
- Space, property, real estate rental; real estate lease(s); sub-lease(s) or purchase
- Capital improvement and/or space renovation, retro-fitting, code upgrades
- Capital campaign(s) or construction projects
- Loan forgiveness, loan payments; deficit clearing; debt reduction, or retirement of debt
- Citizen and cultural exchanges
- Political activities or campaigns; attempts to support, change, lobby, or otherwise influence specific legislations, and/or ballot measures
- Fundraising drives; endowments
- Honorary or visiting positions (such as performer in residence or scholar in residence)
- Support of “parent” organizations or “headquarters” offices or their activities passed outside the greater Los Angeles area
- Labor relations costs
- Advertising and public relations costs; selling and marketing costs
- Fines and penalties; interest and investment costs
- Alcoholic beverages
- Recruiting costs
- Defense and prosecution of criminal and civil proceedings, claims, appeals, and patent infringement
- Donations and contributions; goods and services for personal use
- Insurance against defects (costs incurred to correct defects in the grantees’ materials or workmanship)
- Pre-agreement costs (costs incurred prior to the effective date of the award agreement)