

2010 4-H Service-Learning Request for Proposals

Due September 15, 2010

Brought to you by **The Thomas and Dorothy Leavey Foundation**
through the efforts of **The California 4-H Foundation**

The University of California 4-H Youth Development Program is dedicated to fostering an environment throughout our state in which youth and adults work together as equal partners in ways that result in acquisition of new skills and positive community change. A community service project becomes a service-learning project when the experiential learning process is used in conjunction with learning and service objectives.

Service-Learning Defined

- “Service-learning combines service objectives with learning objectives with the intent that the activity create change for both the recipient and the provider of the service. This is accomplished by combining service tasks with structured opportunities that link the task to self-reflection, self-discovery, and the acquisition and comprehension of values, skills, and knowledge content.” - *National Service-Learning Clearinghouse*
- “Service-learning is a method through which citizenship, academic subjects, skills, and values are taught. It involves active learning - drawing lessons from the experience of performing service work. There are three basic components to effective service-learning:
 - The first is sufficient preparation, which includes setting objectives for skills to be learned or issues to consider, and includes planning projects so they contribute to learning at the same time work gets done.
 - The second component is simply performing service.
 - Third, the participant attempts to analyze the experience and draw lessons, through such means as discussion with others and reflection on the work.”

Developed by the Corporation on National and Community Service as part of their briefing materials for national community service.

Eligibility

California 4-H Clubs, Units, and Groups may apply for funding.

Criteria

Projects should meet the following criteria:

- Contain the components of Service-Learning - community service and education (see above)
- Commitment to addressing significant environmental, economic and/or social issues affecting California’s youth, families, and communities:
 - Environment – such as air and water quality, appearance of neighborhoods and natural resources
 - Economic – such as homelessness, poverty, healthcare and transportation
 - Social – such as community history, diversity, cultural awareness and education
- Enable youth to develop citizenship, leadership, or life skills
- Collaborate with other community-based organizations

Application Process

Financial support may be requested for amounts up to \$5,000. The application must contain:

- Cover Page
- Sections 1 – 4 (not to exceed five pages)
- A letter of support from your County 4-H Youth Development Advisor or Program Representative
- Budget

Applications must be postmarked by September 15, 2010 and submitted to the California 4-H Youth Development State Office.

Any candidate with a disability preventing him or her from completing the application in the usual method should contact the California 4-H Youth Development Office for assistance.

Final Report and 4-H Delivers Story

Upon completion of the project, groups must submit a **final report** evaluating the project, audience reached, knowledge gained, and the project's impact on the 4-H participants (*see details in the application*). In addition, awardees must complete a **4-H Delivers Story** to be posted on the California 4-H website. The format for each story includes three parts: (The Issue, What Has 4-H Done?, The Payoff). Past stories can be found on the web at: <http://www.ca4h.org/News/Impacts> under the header 4-H Impacts. Reports should be submitted within a month of project completion and no later than July 1, 2011. *Failure to submit the report and 4-H Delivers Story will result in the group needing to refund the awarded amount.*

Selection

Projects will be selected by a committee composed of youth, volunteers, and staff. Amounts funded may vary from the requested amount. Selections will be based on the following:

- Alignment with objectives of service-learning and the outlined criteria
- Strength and breadth of the project, including the potential for positive impact on the community
- Feasibility of the project
- Collaborations with other organizations
- Presentation of application (grammar, clarity, legibility, neatness, etc.)

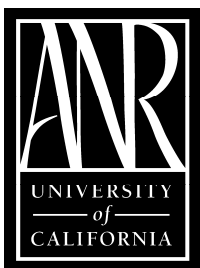
All applicants will be notified by November 1, 2010.

Materials

Submitted materials may be used to further market The California 4-H Youth Development Program and become the property of the California 4-H Youth Development Office.

Applications should be sent and questions addressed to:

Pat English
penglish@ucdavis.edu
530-754-8520
ANR - California 4-H Youth Development Office
University of California
DANR Bldg. – 1 Shields Avenue
Davis, CA 95616-8575



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2009 4-H Service-Learning Request for Proposals COVER PAGE

County: _____ Club/Group: _____

Name of Project: _____

Requested Amount: \$ _____

Group Members *(add additional names on another page)*

	0 4-H Member 0 4-H Volunteer 0 Other: _____
	0 4-H Member 0 4-H Volunteer 0 Other: _____
	0 4-H Member 0 4-H Volunteer 0 Other: _____
	0 4-H Member 0 4-H Volunteer 0 Other: _____
	0 4-H Member 0 4-H Volunteer 0 Other: _____
	0 4-H Member 0 4-H Volunteer 0 Other: _____

Group Coordinator: _____

Phone Number: _____ e-mail: _____

Mailing Address: _____

I confirm the accuracy of the information provided. I understand I must provide a final report once the project is completed or refund the financial support.

Signature: _____ Date: _____

I confirm the group coordinator is enrolled and this club/unit is chartered in the 4-H YDP.

County 4-HYDP Staff Signature: _____ Date: _____



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Directions

- Use sections 1 through 4 to outline your project. The proposal should be no more than five pages.

Section 1 – Project Overview

- Summarize your proposed project in 100 words or less
- Then describe the following information:
 - Target audience
 - Nature of the project in terms of environmental, economic, or social focus
- Outline the timeline for the project
- Describe your plans for visibility and media outreach
- Identify collaborations with other organizations

Section 2 – Education

- Describe the learning objectives of the project
- How will 4-H members learn leadership, citizenship, and/or life skills?

Section 3 – Service

- Describe the service objectives of the project
- Express the need you are fulfilling in the community and how you determined the need
- Outline the needed resources and where they will be obtained

Section 4 – Evaluation of the Project

- Describe how you will evaluate your project
- How will you determine success? How will you determine the impact on participants?

Letter of support from your 4-H Youth Development Advisor or Program Representative

Budget

- Provide a complete, detailed budget for your project. Indicate which items are already funded by other sources and which still need to be funded. *See budget example.*

2010 4-H Service-Learning Request for Proposals – Final Report Details

The final report is due within a month after the completion of your project and at least by July 1, 2011 to the California 4-H Youth Development Office. Outline the details of your actual project, include a few pictures and a final budget, and then reflect on your work and address the following questions:

- Was the project successful? What would you change if you did the project again?
- Look back at the service and learning objectives in your original proposal. Were they met?
- Was your experience what you expected? Describe.
- How has this project influenced or impacted your group? Has it changed your group's attitude about their communities? What can a member of the group do individually, or as a group, to have more impact in this area?
- What is the future plan for this project?
- Describe new resources and collaborations you have found in the community.
- What additional needs does your community have?
- How did you evaluate the project, and what were the results of the evaluation?
- How were participants impacted by the experience?

Attach copies of any materials, newspaper articles, pictures, and flyers which compliment the project. Attachments are limited to five pages.

SAMPLE BUDGET

Budget for ABC Project October 2009 – May 2010

Yolo County, Five Stars 4-H Club
Bob Smith, Group Coordinator

Income

4-H Service-Learning RFP	\$1,024.75
Smith's Hardware Supply (<i>already funded</i>)	\$25.00
Total Income	\$1049.75

Expenses

Resource Booklets (25 @ \$4.95 ea)	\$123.75
Fencing Materials	\$856.00
Paint (2 gal @ \$25.00 ea)	\$50.00
Paint Brushes (4 @ \$5.00 ea)	\$20.00
Total Expenses	\$1049.75