UCSF Center for Community Engagement
2017 Annual Excellence in Partnership Awards Application

Application Deadline: September 13, 2017

INTRODUCTION

The Center for Community Engagement (CCE) serves as UCSF's institutional infrastructure for community-academic-health partnerships. CCE facilitates diverse community-UCSF partnerships, incubating new initiatives, and helping to overcome institutional barriers impeding civic engagement.

INTENT OF THE AWARDS

The Excellence in Partnership Award recognizes exemplary partnerships between San Francisco Bay Area communities and UCSF that build on each other's strengths to improve higher education, civic engagement, and the overall health of communities. The intent of the award is to highlight the power and potential of university-community partnerships as a strategy for social justice. The award recognizes partnerships that are striving to achieve the systems and policy changes needed to overcome the root causes of health inequities.

The Excellence in Partnership Award recognizes work being done by community-UCSF partnerships to achieve CCE partnership strategies and values, including:
- Combining the knowledge, wisdom and experience in communities and UCSF to solve major health, social and/or economic challenges facing our society
- Building the capacity of communities and UCSF to engage each other in authentic partnerships
- Supporting communities in their work with academic and healthcare partners
- Developing partnerships that balance power and share resources among partners.

TYPES OF AWARDS

Four community-UCSF partnership awards in four thematic areas will be selected to receive awards.
The four thematic award categories are: 1) Community Health Planning & Policy Development,
2) Research & Evaluation, 3) Education & Training and 4) Economic Inclusion.

The Excellence in Partnership Award recipients will receive:
- Public recognition of the partnership's achievements at an award presentation ceremony on October 19, 2017, 5-7pm, at the Annual Partnerships Celebration. Representatives of the partnership would need to be available to appear at the event
- Commemorative plaques for all the partners
- A description of the partnership on the CCE website, with links to the partnership's website.

ELIGIBILITY CRITERIA

To be eligible, the applicant must be an established partnership involving **one or more community-based partner(s)** and **one or more UCSF-based partner(s)**.

By "community-based partner", we mean an organization or agency outside of UCSF that contributes to the partnership. They include non-profit community-based organizations, faith-based organizations, public sector agencies, and voluntary associations, civic and citizen groups.

By "UCSF-based partner", we mean UCSF-affiliated faculty, staff, and trainees who contribute to the partnership (i.e. a UCSF student/resident/postdoctoral partner, academic/faculty partner and/or staff partner).

Past CCE (formerly University Community Partnerships) Excellence in Partnerships awardees are not eligible for the award. Past CCE Grants Program awardees are welcome to apply.

SELECTION PROCESS
Applications will undergo a thorough review process by a committee of CCE Council members, staff and advisors. Decisions about the award will be made on the basis of the intent, eligibility, and selection criteria contained in this document.

NOTIFICATIONS
The Partnership Representative named on the application will be notified when the application has been received. This same representative will be notified by September 25, 2017 regarding whether or not the partnership has been selected for an award.

SUBMISSION DEADLINE AND GUIDELINES
Deadline: Applications must be received as a single Microsoft Word or Adobe Acrobat PDF email attachment sent to partnerships@ucsf.edu on or before 5:00PM Pacific Standard Time on September 13, 2017. Applications will only be accepted by email. The email subject should read "2017 EIP Award Application" followed by the name of the partnership.

SUBMISSION REQUIREMENTS
Please use Helvetica or Arial font size 12. Include a footer on the document with the Partnership Title, and Partners on each page.

Section 1:   General Information
Please include these items in the order listed:

1. Title/Name of the Partnership

2. Partnership Representative and contact information. The partnership representative will be the main contact person used for all correspondence about the Excellence in Partnerships award.
   Name
   Title/Position
   Organization
   Email
   Website for the partnership (if available)

3. How did you hear about the CCE Excellence in Partnerships Award?

4. When was the partnership established?

FOR MORE INFORMATION
Please visit our website http://partnerships.ucsf.edu and/or contact Lydia Bell at Lydia.Bell@ucsf.edu.

5. Please indicate the type of supporting partner from UCSF:
Student/resident/postdoctoral
Faculty/academic
Staff

6. Please indicate the UCSF partners' primary affiliation with the University (for inter-professional projects, please list all collaborating schools):

School of Medicine
School of Nursing
School of Dentistry
School of Pharmacy
Graduate Division
UCSF Medical Center
Other, please list

7. Please list how many UCSF learners (students/residents/post-docs) participated in this project (if any).

8. Was this project part of a service-learning course or curricula at UCSF? If yes, please provide the course number and course description.

9. Location/Community affected.

10. Approximate number of community members impacted by this project.

11. Brief partnership description (200 Words Max)

Section 2:   List of Partners and Partnership Reflection Statements
Please list all of the organizations involved in the partnership and provide a link to each partner's website, if applicable.

- Please describe 1) the best and 2) the hardest part of the partnership work.
- Please provide one brief story of someone who benefited from your collaborative work.
- Please complete the following statement to illustrate what you learned about doing this work and/or working in partnership: "If we knew then what we know now... ".

Section 3:   Narrative
Please answer these questions in the order listed:
A. Project Description (500 Words Max)
    a) History/Background
       Please describe the formation of the partnership and background on each of the partners involved.

b) Partnership Project Goals
Please state the goals of the partnership and describe the process that defined the goals. How were the goals designed to meet community-identified needs?

c) Governance Structure/Decision Making Process
Please describe the role of each partner, how the partners build on mutual strengths, and how the partnership assesses and reflects on progress.

B. Outcomes & Impact <mark>(500 Words Max)</mark>
a) Project Outcomes
Explain how success is (will be) measured, describe any project outcomes achieved to date, and share any plans for dissemination of results.

b) Partnership Outcomes
Describe the partnership's outcomes achieved to date. How has the relationship between the partners grown over time, and how has that enhanced each partner's capacity to execute their respective missions?

c) Project Impact
Please describe the impact that this project has had on UCSF (specifically, students, faculty, staff and the institution) and the community. Describe how the partnership project aligns with and enhances the quality of patient care, discovery, and/or education at UCSF while meeting community-identified needs.

C. Sustainability <mark>(300 Words Max)</mark>
Describe how the project has and will continue to leverage resources and/or evolve in the future to continue meeting the partnership mission and goals. Please share with us the future goal(s) of the partnership.

Section 4   Attachments (optional)
Please attach any products that have been developed as a result of this partnership project
(i.e. curriculums, posters, publications, etc.).