University Community Partnerships

Our mission is to build collaborative relationships between UCSF and the community, promoting civic engagement, fostering community health and well-being, and enhancing the environment for education, patient care, research, and employment at UCSF. The Office services as a bridge between UCSF and San Francisco communities, emphasizing partnerships that value and respect the assets and diversity of both.

Our vision is to improve the quality of life throughout our communities by cultivating and sustaining strong, collaborative partnerships designed to promote health equity and to model excellence in University and community engagement.

UCP was established by the Chancellor’s Office in 2006 to support existing partnerships and encourage new partnerships. The University Community Partnerships Council (UCPC) - composed of twelve community and twelve UCSF representatives - was also created and charged to guide the operations of the Partnerships office.

UCP Grants Program

The 2012 University Community Partnerships Grants Program represents an investment in university-community partnerships. Grant money will be awarded to projects that focus on promoting health equity through service learning. All grants are intended to fund partnership projects and programs where community based organizations and UCSF affiliates work together.

Service learning is defined in Creating Community-Responsive Physicians: Concepts and Models for Service-Learning in Medical Education (edited by Sarena Seifer, Kris Hermanns, and Judy Lewis, 2000) as a structured learning experience that combines community service with explicit learning objectives, preparation, and reflection. Students engaged in service-learning are expected not only to provide direct community service but also to learn about the context in which the service is provided, the connection between the service and their academic coursework, and their roles as citizens.

Who Can Apply

To qualify for a grant, all projects must be conducted by partnerships that include at least one eligible community organization and at least one eligible UCSF academic partner as defined below.
Eligible community partners are government agencies (such as the San Francisco Department of Public Health, the San Francisco Unified School District as well as individual schools), and non-profits, having 501(c) 3 (504) or 170(c) 1 tax exempt IRS status including:

- Health, social service, and other community –based organizations;
- Faith-based organizations;
- Primary and secondary schools; and,
- Voluntary associations, civic and citizen groups

Eligible UCSF academic partners include:

- Faculty
- Learners: students, residents, post docs, fellows
- Clinical and professional staff

Partnerships may include partners from multiple departments; inter-professional projects are encouraged to apply. Previous applicants and awardees are encouraged to apply. Student participation must be in conjunction with at least one faculty member.

Funding Restrictions
Funds may not be used for:

- Capital expenditures;
- Debt reduction;
- Entertainment; (excluding modest meeting related expenses, such as light refreshments)
- Indirect expenses that cannot be directly tied to the project;
- Lobbying;
- Projects conducted outside of San Francisco; and,
- Reimbursement solely for patient care or clinical service delivery. These services may be reimbursed if they are a direct and necessary component of the broader project.

Informational Workshops
Applicants are invited to attend one of two informational pre-submittal workshop sessions scheduled for January 5, 2012 and January 13, 2012. These workshops will clearly describe the program, service learning, explain the application process, and answer any questions. The informational workshops are not mandatory but are strongly encouraged. Please contact us at ucpgrants@ucsf.edu for more information. To RSVP for the information sessions please visit our website – partnerships.ucsf.edu/grants-rsvp
Submission Instructions
Grant proposals will require electronic submission of a cover sheet and full proposal to ucpgrants@ucsf.edu. In the event that there is a community partner without electronic submission capabilities, the university partner should serve in this role and submit the application.

All proposal elements should be sent in one file in either PDF or MS Word (.doc) format (guidelines below). The file should be named in the following format: UCP_2012 Grant Application_Project Name (your specific project should be named where it says project name).

Proposal Submission Deadline
Proposals are due February 10, 2012. All proposals and accompanying information should be submitted to ucpgrants@ucsf.edu by 5:00PM on February 10, 2012.

Grant Period
The grant period for this year’s grants program is July 1, 2012 through June 30, 2013.

2012 Grants Program Timeline
Request for Proposals Issued November 21, 2011
Grants Program Information Session and Workshop January 5, 2012
Grants Program Information Session and Workshop January 13, 2012
Proposals Due February 10, 2012
Funding Decisions Announced February 17, 2012
Service Learning Workshop March/April 2012

Maximum Award: $2,500 over 12 months
Awards under $2,500 will be considered. Grants are intended to support focused service learning partnership projects and activities, including, but not limited to the following examples:
- School based health education
- Community health assessments
- Health promotion and prevention activities
- Pilot programs between UCSF and a community partner that might lead to a research project or more extensive program
2012 UCP Grants Program Request for Proposals
Special Focus on Service Learning
Proposals Due February 10, 2012

Funding Priorities
All service learning partnership projects from the Professional Schools (Dentistry, Medicine, Nursing and Pharmacy) and Graduate Division are welcome and encouraged to apply. UCP will prioritize innovative inter-professional projects that bring together learners from two or more UCSF schools and/or projects that are fully integrated with existing UCSF academic curricula or courses.

Grant Recipient Requirements
Grant recipients must attend the service learning workshop to be held in the Spring of 2012.

Grant recipients must submit a final report and if applicable revised syllabi and course materials. Final reports are due 30 days after project activities conclude or June 30, 2013, whichever comes first.

Proposal Elements Guidelines
Proposal narratives should be a maximum of five pages. The page limit does NOT include the project abstract, budget information, and project timeline (see below for more information about the Grant Application). Please use standard one inch margins and 12 point font. The partnership name and primary partners (community and university partners) should be included in the footer of each page.

Proposal Elements
Proposal Cover Page
Please include the name of the project, primary community and university partners involved with contact information for each, anticipated number of learners participating in the project (from each school if applicable), and course number if applicable. For projects to be completed as part of UCSF academic curricula please indicate if the curriculum is elective or required.

Project Abstract
The abstract should be a 250 word maximum description of the project, including a description of the service to be performed by UCSF learners and how the service enhances the learners’ academic coursework.

Course or Curriculum Description and Syllabus (if applicable)
Please include the course/curriculum description and syllabus if the partnership project is to be performed as part of a UCSF class. Be sure to note how service and reflection are built into the curriculum.

Proposal Narrative
The Proposal Narrative should include the following information:

Partnership Background
Identify the key partners involved in the project and the roles of each partner. Describe how the partnership formed and the community identified need that is being addressed through this project.

Project Description
Please provide a description of the project and desired outcomes for learners and community based partner(s). How will this project be integrated into the learners’ academic experience? For projects connected to specific courses/curricula, please describe how the project will be integrated into the curriculum.

Service Description
Describe the service(s) that UCSF learners will be performing with the community based partner(s). How will this service be used to enhance the learners’ educational goals? For projects connected to specific UCSF courses/curricula please describe how the service will enhance the learners’ understanding of the specific course material.

Reflection
How will learner reflection be structured? For projects connected to specific UCSF courses/curricula please describe how learner reflection will be incorporated into overall requirements and expectations.

Outcomes and Evaluation
Describe how the project will be evaluated. What is the anticipated impact from this project on community partners (and clients/patients if applicable), learners and UCSF?

Sustainability
Describe how this partnership project will be sustained after the grant period. How will resources be leveraged to maximize project impact?

Project Timeline
partnerships.ucsf.edu
Please include a detailed listing of all key project activities and deliverables, including submission of final report to UCP Staff. Final reports are due within 30 days of project completion or June 30, 2013 (whichever comes first).

*Project Budget*
Please use the following budget format

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