



# Institute for Policy and Civic Engagement

May 2, 2016

**To:** UIC Tenure Track Faculty; Non-Tenure Track Faculty; and Staff of Centers, Institutes, and Programs

**From:** Joseph Hoereth, Director IPCE

**Re:** Call for Proposals -- Civic Engagement Research Fund Awards for FY2017

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## Civic Engagement Research Fund Award

The Institute for Policy and Civic Engagement (IPCE) announces a call for proposals for research projects on civic engagement. The Institute works to enhance civic engagement through research, public discourse, and education while promoting the use of technology to improve government and advance democracy in the United States. In particular, IPCE is looking to partner on research that furthers understanding about effective strategies or tools that help:

1. citizens better understand the policymaking process;
2. citizens and communities to become more engaged in policy debate or deliberative processes;
3. government become more responsive to citizens;
4. government, non profits, and civic institutions use technology to engage and connect citizens (including those with disproportionately lower access to technology than the public at large) with government and/or improve service delivery;
5. community development efforts or local community change initiatives use civic engagement to enhance effectiveness or increase the overall impact of programs.

For more information about IPCE's mission and how research supports its theory of change, visit [www.ipce.uic.edu](http://www.ipce.uic.edu).

## AWARDS

Awards are set at a **maximum of \$20,000 each**. Research projects must begin no later than September 1, 2016 and end by May 31, 2017. Researchers are required to submit an interim report, a final report, and commit to present on their work in a future IPCE research forum. Funds may be used for project costs such as the salaries of research assistants; the salaries of project-related staff; project-related travel; and project supplies or equipment. **No more than \$3,000 may be used for equipment related to the project. All award funds must be spent by May 31, 2017. IPCE commitments are contingent upon FY2017 state funding and availability. At the time of this document's release, IPCE FY2017 funding has not yet been confirmed.**



## ELIGIBILITY

UIC faculty and research staff of centers, institutes, and programs are eligible to apply. Applicants must have pre-approval of their application via signature of their department head.

## CRITERIA

IPCE is interested in strategies or tools for civic engagement that further knowledge and practice in the five areas of focus outlined on page 1. **Proposals must explicitly align research with at least one of those five topic areas.** In addition, applications will be evaluated using the following criteria:

- relevance to the areas of focus and IPCE's mission;
- the likelihood that the researcher can complete the project prior to May 31, 2017;
- the potential for the research to produce new knowledge about civic engagement theory or practice;
- the potential for the project to generate practical knowledge or tools that enhance civic engagement in any way;
- the involvement of community-based organizations, civic groups, or government agencies as partners engaged directly in the project or as consumers/users of the research outcomes or tools; and
- the extent to which the research engages UIC students (graduate or undergraduate) either as research assistants or as participants in the project.

*Please note: Applications that are solely for course development are not applicable for the research award.*

A list of previous Research Fund Award recipients is available on IPCE'S website:

[http://www.uic.edu/cuppa/ipce/interior/research\\_main.html](http://www.uic.edu/cuppa/ipce/interior/research_main.html).

## APPLICATION

**All applications must be submitted electronically via email to [ipce.research@gmail.com](mailto:ipce.research@gmail.com) by 11:59 p.m., June 13, 2016.** Applicants will be informed of status by August 1, 2016. For full consideration, applications must be complete, received by deadline, and signed by department head/director.

Your submission e-mail should include the following files as attachments:

1. Application form (Below – Print and scan signed copy)
2. Project description, including background, work plan, and expected outcomes or products: 5 pages maximum
3. Budget in EXCEL spreadsheet
4. Itemized budget justification: 1 page
5. Information critical to evaluation of the proposal such as copies of survey instruments or letters from collaborators
6. Short vita and list of relevant publications and grants: 2 pages maximum

Please do not exceed the allowable number of pages.



**CIVIC ENGAGEMENT RESEARCH FUND GRANT APPLICATION FORM**

**APPLICANT INFORMATION:**

PRINCIPAL INVESTIGATOR (Print): \_\_\_\_\_

PROJECT TITLE: \_\_\_\_\_

TITLE/RANK: \_\_\_\_\_ COLLEGE: \_\_\_\_\_ DEPT.: \_\_\_\_\_

M/C: \_\_\_\_\_ PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**PROJECT INFORMATION:**

PLEASE SPECIFY THE **RESEARCH QUESTION/S** GUIDING YOUR PROJECT: (150 words max; please number your questions)



PLEASE IDENTIFY YOUR PROPOSED RESEARCH **METHODOLOGY**: (150 words max)



PLEASE PROVIDE AN **ABSTRACT** SUMMARIZING YOUR PROPOSED RESEARCH PROJECT:

*This abstract will be used as the short description of your proposal in the evaluation process, so please keep it brief and precise (250 words max).*



IPCE TOPIC AREA OF INTEREST THAT BEST FITS YOUR PROJECT (CHECK ALL THAT APPLY):

<b><u>IPCE PRIORITY TOPIC AREA</u></b>	<b><u>CHECK</u></b>
Research that helps citizens better understand the policymaking process	
Research that furthers understanding about how citizens and communities can become more engaged in policy debate or deliberative processes	
Research on how government can become more responsive to citizens	
Research on how government, non profits, and civic institutions use technology to engage and connect citizens (including those with disproportionately lower access to technology than the public at large) with government and/or improve service delivery	
Research that helps community development efforts or local community change initiatives use civic engagement to enhance effectiveness or increase the overall impact of programs	

BRIEFLY EXPLAIN HOW THIS RESEARCH WILL FURTHER KNOWLEDGE IN THE SPECIFIC TOPIC AREAS CHECKED OFF ON PAGE 4: (200 words max)



NUMBER OF STUDENTS PARTICIPATING IN THIS PROJECT: UNDERGRAD \_\_\_\_\_ GRAD \_\_\_\_\_

COLLABORATORS: (One principal investigator must be noted on the application. Identify co-investigators as collaborators; include a signed letter detailing their responsibilities).

NAME AND DEPARTMENT(S): \_\_\_\_\_

**STATEMENT FROM DEPARTMENT/UNIT HEAD:**

I am in support of this application from my colleague in my department.

DEPARTMENT/UNIT HEAD (Print): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**PLEASE SCAN THIS COMPLETED FORM WITH SIGNATURES, SAVE AS A PDF FILE, AND INCLUDE WITH YOUR SUBMISSION OF SIX DOCUMENTS LISTED ON PAGE 2.**