

Fitchburg State University
Crocker Center for Civic Engagement
Community Engagement Project Request Form*

Your Name: _____

Date: _____

Email: _____

Phone: _____

Department/Program: _____

Title of Project: _____

Community Partner(s), if any: _____

Description of Project

Please indicate if the project is curricular (part of a class) or co-curricular, and whether student(s) is/are receiving credit

Opportunities for Student Learning

Match project activities to student learning outcomes

Deliverables

Describe the desired results and the products that may be produced by/for students, the university, and/or the community

Timeline

Project start and end dates, major intermediate points, and sustainability of project

Crocker Center Twin Goals of Community and University Investments

Delineate how this project would incorporate the Crocker Center's twin goals of achieving community investments and/or university investments (please see www.fitchburgstate.edu/crockercenter)

Budget

EXPENDITURE CATEGORIES	Crocker Center Funds	Other Cash Funds	University In-Kind Funds	Other In-Kind Funds	TOTAL
PERSONNEL					
Faculty Stipend					
Student Pay (\$15/hr.)					
NON PERSONNEL					
Travel					
Supplies					
Print Services					
Miscellaneous					
TOTAL BUDGET					

Budget Narrative

Please provide rationale for, or explanation of, any budget items listed or requested above

*Completed form not to exceed two to three type-written pages.