

**Building Intellectual Community
Between Undergraduate Students and Faculty Outside the Classroom Context**

Funded by the Office of the Senior Vice President and Provost

REQUEST FOR PROPOSAL

The Office of the Senior Vice President and Provost has established, as one of its highest priorities, building supportive initiatives for fostering undergraduate student mentorship and developing meaningful intellectual exchange between undergraduate students and faculty outside the classroom context. To this end, the Office of the Senior Vice President for Academic Affairs and Provost has established a seed money fund for the development *and/or* implementation of initiatives directed at strengthening undergraduate student/faculty co-curricular intellectual community (proposals can focus only on development (not implementation), or on both development and implementation).

Undergraduate students, graduate students, faculty, and/or administrator teams are invited to submit a proposal by Monday, May 1, 2006. Proposal teams must be comprised of *at least* one faculty member and one undergraduate student. RFP's should follow the attached outline. Funding may be requested for one year beginning in FY 2007. Proposal teams must attach a letter of support from a department chair and/or a college dean to their RFP. The maximum award will be for a total of \$5000.

Submit six hard copies of your proposal to: Office of the Senior Vice President for Academic Affairs and Provost, 1119 Main Administration Bldg., Campus Zip 502.

Submit one electronic copy of your proposal to: csternheim@psyc.umd.edu

Please direct any questions about this RFP to Dr. Charles E. Sternheim, Professor, Department of Psychology: csternheim@psyc.umd.edu.

RFP Deadline: Monday, May 1, 2006.

If your team's proposal is funded, you will be recognized by the Provost, and your abstract and team member names will be included in an announcement to the campus community.

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SAMPLE PROPOSAL OUTLINE

- I. Title of Proposal:
- II. Name(s): (List the name(s) of all the proposal team members, their roles (e.g., undergraduate student, faculty, etc.), and departmental affiliations. Identify the proposal team member designated as the contact person for communication about the proposal).
Contact Person Department Address:
Contact Person Phone:
Contact Person Email:
- III. Proposal Abstract: (200 word maximum.)
- IV. Description of Initiative: (1500 word maximum.)
 - A. Explain how this initiative will facilitate the building of intellectual community between undergraduate students and faculty outside the classroom context.
 - B. How many undergraduate students and how many faculty members will participate in this initiative each year once it is fully established?
 - C. How will you assess the effectiveness of the initiative?
 - D. How will this initiative be institutionalized at the conclusion of the funding period?
- V. Itemized Budget (Total may not exceed \$5000; to cover administrative costs and refreshments. You may include a stipend for one or more individuals—up to \$1000/individual— but you must justify an overload payment for any faculty, staff, or administrator.)
- VI. Letter(s) of support. (Attached.)
Name of Letter Author
Title of Letter Author