



## COMMUNITY ENGAGEMENT FUND

### General Guidelines

#### Purpose

The purpose of the Community Engagement Fund is to enlarge and enrich the contacts between the University of Manitoba and all segments of the community, particularly through sharing more effectively its resources through such means as:

1. Increasing access to the existing programs of the University;
2. Extending the nature and range of the programs and services it offers;
3. Sharing more effectively with the community the resources of the University; and
4. Drawing on the talent, experience and resources within the community.

The Presidential Advisory Committee on University/Community Engagement is committed to enlarging and enriching the contacts between the University and all segments of the community.

#### Eligibility Criteria

This Call is open to all faculty members and staff at the University of Manitoba.

#### Type, Nature and Extent of Support

The following guidelines have been developed to help those interested in applying to the Community Engagement Fund. They have purposely been left rather open in order to encourage creativity. In general, the Community Engagement Fund program does **not** support proposals that seek funding to:

1. Enhance our students' experience;
2. Continue initiatives, including those that have previously received funding through the former Major Outreach program;
3. Conduct pure or applied research;
4. Undertake knowledge transfer/translation/mobilization activities, including hosting and/or attending conferences;
5. Recruit students;
6. Undertake public relations<sup>1</sup> activities for the proposing unit;
7. Purchase equipment;
8. Support students financially;
9. Support activities that should be funded by the consumer; or
10. Provide release time for faculty and staff.

Support is provided for activities that engage the University, its people and programs, with external constituencies that enhance the public good and the University.

As the demand for funds normally far exceeds the funds available, not all meritorious proposals can be adequately supported. **The maximum level of support is \$5,000 - \$7,000 and often is considerably less.**

Applicants are encouraged to secure some funding for the proposed initiative from their Department/Faculty/School. Such support should be fully documented in the application.

---

<sup>1</sup> Public relations activities have as their primary purpose the enhancement of image or reputation of the University of Manitoba. Initiatives intended simply to improve within the community the image or reputation of an academic or administrative unit of the University will not be considered outreach.

Applicants should include letters of support from community agencies or groups involved in the community engagement initiative, where applicable.

### **Evaluation Process**

Applications for funding are reviewed and adjudicated by members of the Presidential Advisory Committee on University/Community Engagement, who are appointed by the Vice-Provost (Academic Affairs).

Applications are assessed on the basis of the degree to which the proposed initiative is in accordance with the four program priorities outlined in the purpose above. Specific criteria for evaluation include: the quality of the proposal; the quality of the project; and the potential impact of the project on the community and the University.

### **Competition Deadline Date and Program Administration**

The deadline for submissions for support of a Community Engagement Fund project is May 9, 2022. The Community Engagement Fund is administered by the Office of the Vice-Provost (Academic Affairs).

**Funds are to be expended within the fiscal year in which the award is granted.**

### **Application Procedures**

Application forms are available on the web at: [http://umanitoba.ca/admin/vp\\_academic/awards.html](http://umanitoba.ca/admin/vp_academic/awards.html)

**The application must be filled out in the format provided.**

**An electronic copy of the completed and signed form and all supporting documentation should be forwarded via email to the Office of the Vice-Provost (Academic Affairs) c/o Jill Christie [jill.christie@umanitoba.ca](mailto:jill.christie@umanitoba.ca). Incomplete applications will not be considered.**

### **Reporting**

Recipients of previous Major Outreach Awards are required to report on the outcomes of their projects by June 15 in the year following receipt of an award. Reports should also be appended to the current application (see Application Form details and checklist).