

COMMUNITY ENGAGEMENT PROJECT (CEP) APPLICATION FORM

STUDENT INFORMATION

LAST NAME:

FIRST NAME:

STUDENT ID:

PROGRAM AND YEAR OF STUDY:

ADDRESS (INCLUDING POSTAL CODE):

TELEPHONE (MAIN):

TELEPHONE (ALTERNATE):

UOIT.NET EMAIL:

Are you applying as an **INDIVIDUAL** or **GROUP**?

INDIVIDUAL STUDENT

GROUP

If applying as a **GROUP** (two or more students), please provide the following information for each group member:
FULL NAME, STUDENT I.D., PROGRAM, YEAR OF STUDY and UOIT.NET EMAIL ADDRESS

COMMUNITY PARTNER INFORMATION

NAME OF PARTNER ORGANIZATION:

FULL MAILING ADDRESS OF PARTNER ORGANIZATION:

NAME OF PRIMARY CONTACT(S):

POSITION TITLE OF PRIMARY CONTACT(S):

EMAIL ADDRESS AND TELEPHONE NUMBER OF PRIMARY CONTACT(S):

DO YOU HAVE THE APPROVAL OF THE COMMUNITY PARTNER FOR THIS PROJECT?

YES

NO

PROJECT DETAILS

In one paragraph (five sentences or less), please provide an OVERVIEW OF THE PROJECT and what you hope to accomplish. Please be as specific as possible.

In one paragraph (five sentences or less), please DESCRIBE THE PRIMARY ACTIVITIES OF THE PROPOSED PROJECT and the TARGET AUDIENCE (e.g. who exactly will benefit from the activities)

In 500 words or less, please outline the MAIN GOALS AND OBJECTIVES OF THE PROJECT. Be sure to clearly differentiate between the project GOALS (broad statements) and OBJECTIVES (small, measurable actions). Please see this [link](#) for more information about goals and objectives.

In 500 words or less, please DESCRIBE HOW YOU AND THE COMMUNITY PARTNER WILL COLLABORATE TO DEVELOP THE PROJECT. E.g. How will you work together to design and implement the project? How does the project align with or fulfill the goals and/or mission of the community partner?

PROJECT FUNDING

TOTAL AMOUNT OF FUNDING REQUESTED:

BUDGET:

Using the template provided, please include a detailed budget with the application. Be sure to include details for each expense. The template provides sample categories to consider – however, not all categories will be applicable to each project. Use the categories that best suit your project and add your own categories if needed.

ADDITIONAL INFORMATION

Is there any additional information you would like to share about the proposed project?

Student Signature: _____ **Date:** _____
(Please sign or type name)