

Feel free to provide a copy of your completed draft proposal to the department chair(s) or unit director(s) and/or dean(s).

Your proposal has not yet been submitted.

Please review all your answers, to make revisions scroll to the bottom and select "Save and Go Back" to return to previously answered questions.

In order to SUBMIT your proposal, scroll to the bottom of this page and click "Save and Continue".

Below is a summary of your responses

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Engaged Cornell Cooperative Extension Student Projects FOR FACULTY

You may save this form at any time and return to complete. You will be able to preview and save this application before final submission.

When using the Qualtrics submission system, please ensure that you use the same device, browser, and wi-fi/internet network for all application entries. Entries are tied to specific IP addresses and draft entries will not be accessible from more than one device.

You may download a PDF preview, which includes character limits, of this form here: [Preview Cornell Cooperative Extension Student Projects](#)

For more information on the RFP please reference the link below: [RFP](#).

Feel free to contact engagedcornell@cornell.edu if you have any inquiries.

Project/program title (from Association proposals)

Team Composition

Team Member

Name

NetID

Position

Please Select College/School/Unit

If College/School/Unit selected is "Other" please indicate here:

Please select Department

If Department selected is "Other" please indicate here:

Please indicate how many additional team members (not previously listed) are on your team.

Signature Endorsement

Please attach endorsements from department chair(s) or unit director(s) and/or dean(s): [Signature Page](#)

If more than one Signature Page is required please be sure to combine into one single document for upload here.

To combine PDF files please follow the instructions below:

1. Select "File" in the upper left hand corner of one of the PDF files
2. Select "Create"
3. Select "Combine Files into a Single PDF"
4. Select "Add Files" and from there choose the documents you wish to combine into one single document

Drop files or click here to upload

Narrative

Brief narrative that describes:

- the desired student team and their fields of study (undergraduate, graduate, and/or professional students; majors or fields);
- how the team will address the need or challenge presented in the Association's proposal;
- how the experience will promote the desired [learning outcomes](#), [level of achievement](#), and how this learning/achievement will be assessed;
- the vehicle for student participation (e.g., through existing coursework for credit, research credit, internship, work study, honors thesis, other);
- the role that faculty collaborator(s) will play in the project;
- supplementary programming, trainings, or coursework needed to prepare students for this project and the anticipated opportunities for students to publish and/or present findings/scholarship.

10,000 Character Limit / Approximately 2 Page Limit

Characters remaining: 10000

Budget

Provide budget that outlines Association, partner, faculty, and student support costs.

Note: Budgets will be finalized during step 2 after Association, partner, faculty, and student scope is defined.

Allowable Expenses

- Association
 - support for student mentoring and supervision will be provided at up to \$500 per student to a maximum of \$2,500
 - expenses directly related to the Association's or community's participation in the student project; requires rationale and justification.
- Faculty
 - stipend of \$500 for each faculty collaborator in the project team; maximum of \$2,500; teams are limited to five faculty members, see faculty eligibility, above
- Student
 - travel, meals, and lodging associated with projects conducted off campus
 - direct costs incurred by students while participating in projects
 - participation in conferences, workshops, or costs of publications
 - systems that support the student project (e.g., software, enrollment in online training, etc.)
 - wages for students (e.g., work study, other)

Information about Cornell student employment is available online at:

- <http://studentemployment.cornell.edu/federal-work-study>
- <http://studentemployment.cornell.edu/policies>

Unallowable Expenses

- overhead and indirect costs (IDC)
- tuition
- salary for Association staff, faculty, or other team members
- salary for consultants
- capital projects
- equipment

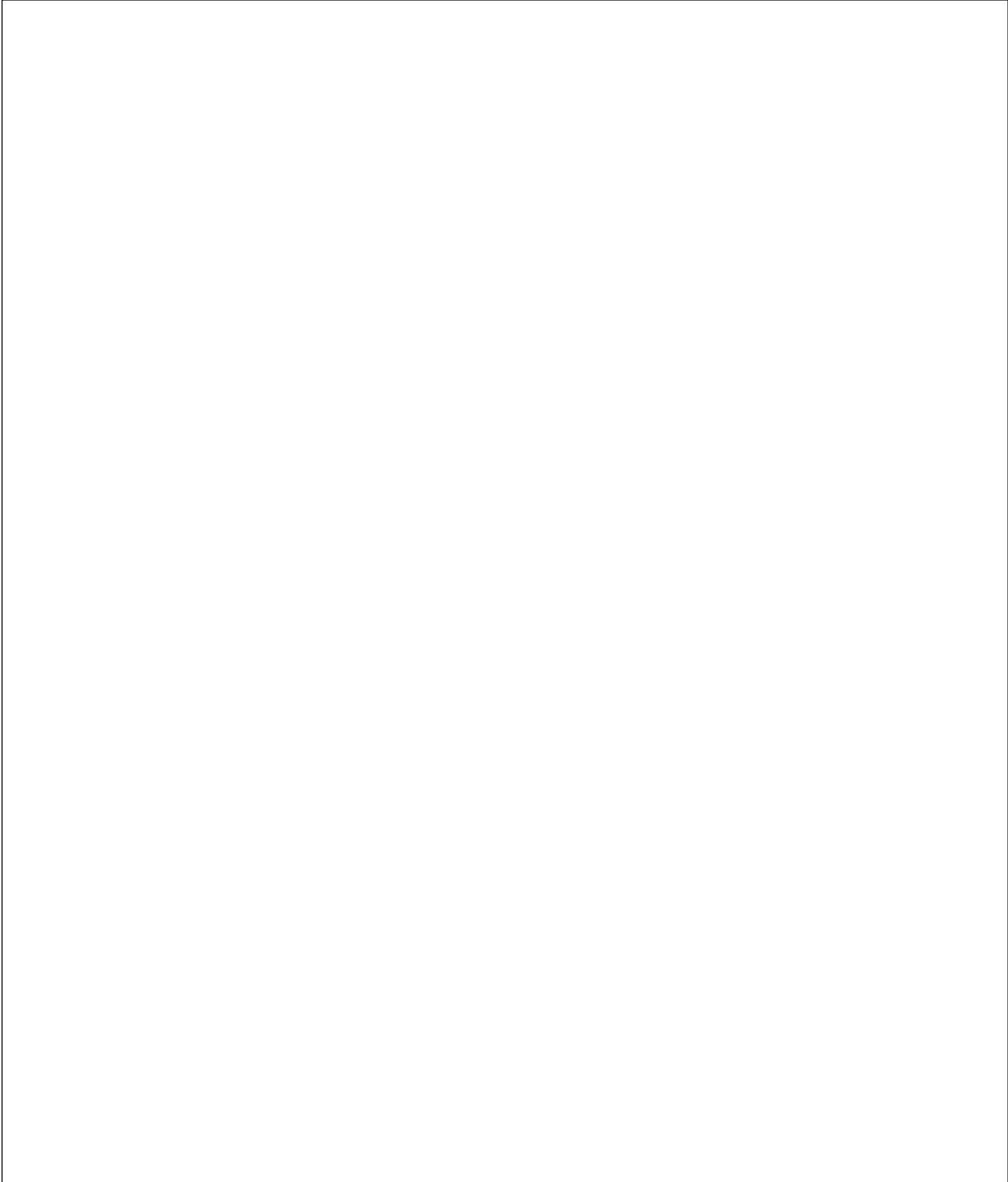
Association Support - Support for student mentoring. Indicate # of students

\$

Association Support - Expenses related to participation in the student project, if known	\$ 0
Association Support - Other, if known	\$ 0
Association Support - Other, if known	\$ 0
Association Support - Other, if known	\$ 0
Faculty Support - Faculty member stipend. Indicate # of faculty members	\$ 0
Faculty Support - Other	\$ 0
Faculty Support - Other	\$ 0
Faculty Support - Other	\$ 0
Student Support - travel, meals, and lodging associated with projects conducted off campus	\$ 0
Student Support - direct costs incurred by students while participating in projects	\$ 0
Student Support - participation in conferences, workshops, or costs of publications	\$ 0
Student Support - systems that support the student project (e.g., software, online training, etc.)	\$ 0
Student Support - wages for students (e.g., work study, other)	\$ 0
Student Support - Other	\$ 0
Student Support - Other	\$ 0
Student Support - Other	\$ 0
Total	\$ 0

Budget justification that is aligned directly with budget categories

5,000 Character Limit / Approximately 1 Page Limit



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