

## **University of Illinois Extension and Outreach Initiative Request for Pre-Proposals**

The Office of Extension and Outreach together with the Office of the Provost are pleased to announce a funding program to support new outreach initiatives. Faculty and academic staff are invited to submit pre-proposals designed to create, extend, and expand university outreach using our established state-wide network of Extension.

Extension is the flagship outreach effort of the University of Illinois offering educational programs to residents in all 102 Illinois counties. Communities are directly served by Extension staff working from 27 administrative units located across the state. Extension educators in local offices and specialists on campus develop and deliver in-depth programming locally, in regional venues, and through distance education. More than 2.5 million Illinois residents take part in Extension programs each year.

Traditionally, University of Illinois Extension has fulfilled its land-grant mission of outreach through the College of Agricultural, Consumer and Environmental Sciences (ACES). Today, the university seeks to increase the reach, scope and relevance of outreach by funding selected projects from units across campus and to bring a fuller array of university resources and disciplines to the residents of Illinois and beyond.

### **Program Goals**

The University of Illinois seeks to:

- Raise the visibility and relevance of outreach across university units and among stakeholders in the state, with the purpose of developing stronger and more meaningful connections with stakeholders.
- Create a model for working across campus units to support and expand the university's land-grant mission of outreach.
- Develop collaborative, change-oriented projects that respond to or address a need evident or identified at the community level.
- Foster or develop outreach from interdisciplinary work.

### **Strategic Focus**

The strategic plan for the University of Illinois at Urbana-Champaign campus describes a great research university as one with a commitment to “contribute to the quality of life of the citizens around them” and to “contribute to our community, the state, the nation and the world in ways that others cannot” (page 3). The plan further specifies that it is important to “educate the broader public, leveraging the research and innovation of the university,” (page 13). Focus areas in the strategic plan include (a) economic development, (b) education, (c) energy and the environment, (d) social equality and cultural understanding, (e) health and wellness, and (f) information and technology.

The current outreach initiative will provide funding to support work that fulfills the mission of our land-grant university and offers an opportunity to work with University of Illinois Extension and other educational institutions.

### **Eligibility**

Proposals must be submitted by University of Illinois faculty or academic staff. Funding will be allocated based on the merit of the proposals. Funded projects will be required to provide information and updates to University of Illinois Extension.

### **Timeline**

February 17, 2014: Announce RFP

March 28, 2014: Preproposals due at noon

April 25, 2014: Selected preproposals announced

May 23, 2014: Full proposals due at noon

June 20, 2014: Funded projects announced by the Provost and Director of Extension

July 1, 2014 – June 30, 2016: Funding period

### **Funding**

The initiative will support at least five projects, with total funding up to \$300,000 per project. Project duration may be up to two years. Summer salary is limited to one month per investigator per year. Funding is restricted to University of Illinois personnel, facilities, and units.

### **Review Process**

A committee consisting of the Director of Extension, the Associate Provost for Extension (Dean of ACES) and representatives of various campus units and Extension will review pre-proposals and invited full proposals.

### **Pre-proposal format and budgeting**

Pre-proposals should be no more than three pages, 12-point font, single spaced, with one-inch margins. Page one is the cover sheet, page two is the narrative, and page three is the budget and budget justification. Please include the following:

1. Cover sheet: Title of the project; name and contact information for the principal investigator and project partners; signature, unit name, and contact information of the principal investigator and unit head (electronic signatures are acceptable); and abstract of no more than 250 words. See the cover sheet template.
2. Narrative:
  - a. Relevance. Describe how the proposed project is relevant to the goals of this outreach initiative.
  - b. Design. Describe how the work will be carried out, including the channels and capacity for outreach or involvement by University of Illinois Extension.
  - c. Anticipated outcomes. Describe how the project will benefit stakeholders.

- d. Outreach strategies. Describe how outreach will occur during the funded period and thereafter.
3. Budget: Provide the total estimated budget for the entire project using the following major budget categories: personnel; supplies/materials; travel; equipment, and budget justification. Detailed budget information will be requested for full proposals.

**Full proposals**

Authors of selected pre-proposals will be invited to submit full proposals. Full proposals will be limited to 12 pages in length, plus added pages for letters of support from stakeholders and/or community partners and a budget with budget justifications. Additional details will be provided to the successful applicants.

**For more information**

A list of frequently asked questions and links to current Extension programs are available at <http://web.extension.illinois.edu/initiative/>

Please address any additional question to Dr. Nigel Austin ([naustin@illinois.edu](mailto:naustin@illinois.edu))

## PRE-PROPOSAL COVER SHEET

Use this cover sheet format for the University of Illinois Extension and Outreach Initiative. Submit cover sheet and pre-proposal in one PDF file to the following email address: [Extension-initiative@illinois.edu](mailto:Extension-initiative@illinois.edu)

Proposal Title: \_\_\_\_\_

Principal Investigator Name: \_\_\_\_\_

Title: \_\_\_\_\_

Unit Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Principal Investigator Signature: \_\_\_\_\_

Unit Head Name: \_\_\_\_\_

Unit Head Signature: \_\_\_\_\_

Abstract (250 words or less):