

## MacJannet Prize Nomination Form

This form is for anyone wishing to nominate a community engagement program at a Talloires Network member university, including students or staff involved with such a program. Once you have downloaded and completed the nomination form, please email it to [talloiresnetwork@tufts.edu](mailto:talloiresnetwork@tufts.edu)

IMPORTANT: Please complete this form using Adobe Acrobat Professional or Adobe Reader 10. To download a free copy of the Adobe Acrobat 10 Reader, visit <http://get.adobe.com/reader/>

No more than 2 nominations are allowed from each university. Programs must be at least 2 years old to be nominated.

This nomination form must be accompanied by a signed letter of support from the head (president, vice-chancellor or rector) of the university. A scanned copy of the letter or an email from the institution head should be sent to [talloiresnetwork@tufts.edu](mailto:talloiresnetwork@tufts.edu)

**Deadline: February 29, 2016**

Nominations will be judged on the following selection criteria:

### **Student leadership**

- Are students able to work independently, with support from faculty and staff? Are their ideas and contributions valued in the project design? Do they carry out a significant portion of the work?

### **University Support**

- Has the university demonstrated commitment to promoting active citizenship and civic engagement? Has the university supported this program, either financially, in kind, or through policy and recognition of its value?

### **Community Partnership and Involvement**

- Do the university program coordinators consult the community in program design? Do the aims of the program meet community needs? Are community members able to contribute to the program?

### **Demonstrated Positive Impact on the Community**

- To what extent has this program positively affected the community? How

many community members have benefited, and to what degree?

**Demonstrated Positive Impact on the Participating Students**

- Has this program contributed to building civic values and skills for students? Has the program impacted students' choices about career path or future involvement in community outreach activities?

**Sustainability**

- How will the program find the needed resources to continue running into the future? What policies or mechanisms support the ongoing success of the program? Are communities engaged in sustaining the program for the long-term?

In addition, the MacJannet Prize will seek geographic diversity by recognizing programs operating in various regional contexts around the world.

University Information

Name of University:

Country of University:

Nominator Information

What is your name?

What is your title?

How are you affiliated with the program?

Email:

Alternate email:

Phone:

Nominated Program Information

Name of program:

Program Website (if available):

Brief program mission statement (limit 100 words):

Program director, manager or coordinator (if different from nominator)

Name:

Title:

Email:

Alternate email:

Telephone:

When was the program established? (must be at least 2 years prior to nomination deadline)

Total number of students involved in the current academic year:

Total number of institution faculty or staff involved in the current academic year:

Total number of community members served by the program in the current academic year:

Narratives

1. Please provide a brief overview of the program, describing each of the following in order: History (when the program was established, who established it and for what purpose), how the program is currently run (by students, by faculty in conjunction with students, located in a university department etc.), and the main goals of the program (300-400 words).

2. What is (are) the primary issue(s) addressed through this program. How were the issues identified and how are they significant concerns of the community? How do you involve the community in decision making about program goals? Include any relevant historical background or contextual information. (200-300 words)

3. What has the program accomplished to date? Please be specific in describing positive outcomes, using qualitative and quantitative examples when available. (200-300 words)

4. Do students have leadership roles in the program? What roles do students play? (100-200 words)

5. How has the program affected students who have participated? What knowledge or skills do they gain in the program? (100-200 words)

6. How engaged or supportive of this program is the university? What resources are provided by the university? Are faculty, staff or administrators involved in the leadership or advising of the program? (100-200 words)

7. How will the program find the needed resources to continue running into the future? What policies or mechanisms support the ongoing success of the program? Are communities engaged in sustaining the program for the long-term? (200-300 words)

8. The financial award associated with the MacJannet Prize will be presented to the university program to support continuation of its work. The Prize will also provide public recognition and publicity for the program. Describe how the prize would help to further the program's work. (250 words)