Civic Engagement Highlight Template:
Essentials for promoting your course or department’s community engagement project

Please briefly answer the following as well as you can, and return your description to the Office of Civic Engagement (OCE), and we will host your story and a link to the department’s page on our site. For help creating a civic engagement page on your department’s website, please email the office at oce@csuchico.edu and we will assist!

1. Project Title
   ◊ Keep it concise, and make the purpose of the project clear.
   ◊ Examples:
     o Students apply child development knowledge to create family building game nights for local families.
     o Agriculture students create a list of local, bee-friendly plants to improve soil and create year-round habitats in almond orchards.

2. PHOTOGRAPHS!
   ◊ Action shots of students working in groups or doing project activities in the community.
   ◊ Before and after photos to show development of the project.
   ◊ For digital projects, use screen-shots of webpages to show how the websites worked toward the project goals.

3. Project description
   ◊ Highlight the process of project development and design.
   ◊ What local/state/national issue did it address?
   ◊ What were the goals of the project at the beginning?
   ◊ Was there any press or social media responses to the work?
   ◊ Try to be specific:
     o Eg: To inform 200 people of a local shelter program; to plant 120 native plants for erosion control in Upper Bidwell Park; to get 500 signatures for improving lighting on campus at night.
   ◊ Did the project accomplish those goals; is there room for improvement in future projects?

4. Community Benefits
   ◊ How did the project impact the community?
   ◊ How was the work received by the community?
   ◊ How could it be expanded or improved?
   ◊ Include quotes from the community partner or beneficiaries of the project to ‘show’ their experiences.

5. Student Goals
   ◊ How did the project enrich the coursework?
   ◊ What did you intend for students get out of the project?
   ◊ This is a good place to include quotes, or short testimonials that show how the students saw their learning differently through the project.

6. Student Roles
   ◊ How did students approach the problem (Individual Volunteerism, Organizational Involvement, Electoral Participation, or Creative Representation – see descriptions on OCE Website)?
   ◊ Did the students collaborate with community members, is there an opportunity for future efforts outside of class?