Service-Learning Fellows Program Departmental Support Letter

The Service-Learning Fellows Program is designed to expand and institutionalize service-learning into the academic fabric of Purdue University by fostering the development of service-learning academic courses and curricula, projects, and scholarly pursuits in engagement by Purdue faculty and graduate students. **Please read and sign below to verify your support for the applicant's participation in this fellowship.**

It is expected that individuals receiving this fellowship will incorporate service-learning into their courses and departmental curricula, as well as become campus-wide service-learning resources and advocates. Up to $4,000 is available for this project, and over the course of the next year, fellows will work closely their community partner, the United Way, and the Service-Learning Director to collaboratively develop a successful and sustainable project and partnership. The program will officially begin in May and end in April of the following year. Fellowship terms of service and community partner projects are listed below. A formal service-level agreement will follow in May.

Fellowship Terms of Service May – April
- Collaboratively develop a plan for course and project implementation with community partner and Service-Learning Director (Summer/Fall)
- Participate in cohort meetings twice a semester (Fall/Spring)
- Complete two reports: mid-term and final reports
- Present at the annual Purdue Engagement & Service-Learning Summit
- Apply for the Purdue University Scholarship of Engagement Fellows Program, Indiana Campus Compact grant or other equivalent engagement and service-learning grants, and/or produce a scholarly contribution (on-going)
- Contribute to the assessment of service-learning

Expected Uses of Funds
- No funds may be used for salaries or honoraria.
- Funds may be used for travel needed to support the course/project.
- Funds may be used for materials, supplies, publicity, printing, postage, etc. needed to support the course/project.
- Funds may be used for professional development related to the project (per approval by community partner)
- Funds may be used to support undergraduate or graduate research directly related to the project.

Review and approval

Fellow

Signature	*Name (Please print)*	*Date*

Department Head

Signature	*Name (Please print)*	*Date*