

**THE MICHIGAN COMMUNITY SERVICE COMMISSION**  
**NOTICE OF FUNDS AVAILABLE FOR**  
**LEARN AND SERVE - MICHIGAN**  
**SCHOOL-BASED GRANTS**



The Michigan Community Service Commission (MCSC), in partnership with the Michigan Department of Education (MDE) and the Corporation for National and Community Service (CNCS), is pleased to announce the availability of approximately \$420,000 in federal funds to support Learn and Serve-Michigan School-Based programs to begin September 1, 2009.

**What is Learn and Serve-Michigan?**

The Learn and Serve-Michigan grant program is part of the Learn and Serve America program for school age youth supported by the Corporation for National and Community Service. The Learn and Serve America program funds and assists in the development of high quality service-learning programs in K-12 schools districts. Grants provide funding for service-learning programs that address local needs in the areas of education, public safety, human needs, homeland security, and/or the environment.

Service-learning is a teaching and learning approach that connects meaningful service to the community with classroom instruction that enriches learning, teaches civic responsibility, and fosters personal growth. Service-learning helps youth see beyond the classroom and into the community where they learn math, science, language arts, and other required subjects by addressing community needs and solving real-life problems.

**Who are we?**

The MCSC is the administrative agent for Learn and Serve - Michigan. The MCSC funds and supports programs that encourage all Michigan residents to volunteer. The MCSC works to fulfill its mission through a number of programs, projects, and activities focused on service and volunteerism. Annually, the MCSC distributes nearly \$6 million in National Service and volunteerism grants

and recognizes exemplary volunteers through the Governor's Service Awards.

The MDE is MCSC's partner in the Learn and Serve - Michigan program. The MDE strives to ensure all students receive a quality education that prepares them to lead productive and satisfying lives. They administer more than \$1 billion in federal funds that support more than 30 education based grant programs. MDE believes that service-learning is a powerful teaching method that can help to make learning exciting, meaningful, relevant, and lasting for all students. They encourage public schools to integrate service-learning into the classroom learning environment.

**Why should my district apply for Learn and Serve - Michigan funding?**

If your school district currently places a strong emphasis on connecting academic learning to real life problem solving and you see the value of engaging youth in service to their community, then this is an excellent opportunity to establish or expand service-learning in your school district. Service-learning can have a positive impact on academic achievement, increase attendance, and increase connectedness. When connected to classroom curriculum service-learning has been associated with student gains in civic skills, valuing school, and enjoyment of subject matters.

**Who is eligible to apply?**

Local public school districts, intermediate school districts, and public school academies are eligible to apply for Learn and Serve - Michigan funds. Individual public school buildings in Cities of Promise may also apply.

**What is the grant amount?**

The MCSC has approximately \$420,000 available to fund high quality Learn and Serve - Michigan programs. In order to meet the varying needs of school districts there are three types of grants

available: Planning, Implementation and Institutionalization. Grants will be awarded based on the categories previously mentioned and on classification of the school district by pupil enrollment. Districts with up to 2,500 students and individual Cities of Promise schools may apply for up to \$6,000 for a planning grant and up to \$15,000 for an implementation or institutionalization grant. Districts with 2,501 to 19,999 students may apply for up to \$8,000 for a planning grant and up to \$24,500 for an implementation or institutionalization grant. Districts with 20,000 or more students may apply for up to \$10,000 for a planning grant and up to \$40,000 for implementation or institutionalization grant.

### **What can Learn and Serve - Michigan funds support?**

Learn and Serve - Michigan funds can be used to support the expenses associated with integrating service-learning throughout the district. This may include, but is not limited to, advisory board development, teacher in-services, other professional development opportunities, peer exchanges, supplies and materials, and conference attendance.

### **Is there a match requirement?**

All applicants are required to provide a one-to-one match. Therefore, applicants must provide \$1.00 of match for every \$1.00 requested. Matching funds may be in-kind or cash and can come from federal and non-federal sources. Match from other CNCS funds is not allowed.

### **What are the Learn and Serve - Michigan funding priorities?**

The MCSC will consider funding schools whose goal is to provide students with sequential service-learning experiences so that, over time, all students will have at least one service-learning experience at the elementary, middle school, and high school levels. School districts will also design service-learning programs to address core and non-core curriculum standards and provide a strong emphasis on disadvantaged youth. Please see the additional goals and priorities in the application guidelines.

### **What are the responsibilities of operating a Learn and Serve - Michigan grant?**

Responsibilities of operating a Learn and Serve - Michigan program include:

- Designating staff to administer the grant;
- Ensuring grant goals and objectives are attained;
- Submitting semi-annual progress narratives, monthly statement of expenditures, and financial status reports;
- Participating in statewide grantee meetings, events, and activities; and
- Participating in state and national evaluation efforts.

### **How do I find out more about Learn and Serve - Michigan?**

The MCSC will be offering technical assistance outreach sessions in Kalamazoo on April 3, 2009 from 9:00 a.m. – 12:00 p.m., and in Detroit on April 6, 2009 from 9:00 a.m. – 12:00 p.m. These sessions will include a general overview of the Learn and Serve - Michigan program, school-based service-learning, funding priorities, and how to apply for the grant. A 90-minute technical assistance conference call will also be offered on March 17<sup>th</sup> from 10:00-11:30. If you would like to attend either outreach session or conference call, please complete the request form below and return it to the MCSC by March 15, 2009.

For additional information about Learn and Serve - Michigan, please visit the MCSC web site at [www.michigan.gov/mcsc](http://www.michigan.gov/mcsc) or call (517) 335-4295.

### **Where can I find complete application guidelines?**

To download a copy of the 2009-2010 Learn and Serve -Michigan application guidelines visit our web site at [www.michigan.gov/mcsc](http://www.michigan.gov/mcsc). If you do not have access to the web you may request a copy by completing the request form below. Application guidelines will be put in the mail within five working of the request. Applications will be sent by U.S. mail and will not be faxed or delivered express mail.

### **Who do I contact if I have questions?**

If you have any questions regarding the Learn and Serve - Michigan program or the application process, please contact Angelia Salas at (517) 335-4295 or [salasa@michigan.gov](mailto:salasa@michigan.gov).



# Learn and Serve - Michigan Guidelines Request Form

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

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

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

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

## Technical Assistance Session (Select one)

### Deadline for registering is March 15, 2009

- I would like to participate in the April 3, 2009 session in Kalamazoo, Michigan.  
(Location, map and agenda will be e-mailed on March 25, 2009)
- I would like to participate in the April 6, 2009 session in Detroit, Michigan.  
(Location, map and agenda will be e-mailed on March 25, 2009)
- I would like to participate on the March 17<sup>th</sup> technical assistance conference call  
(Dialing instructions will be emailed on March 13, 2009)

## Application Guidelines

### Deadline for requesting a hard copy of the application guidelines is April 17, 2009

- I would like to request a copy of the Learn and Serve - Michigan application guidelines.  
(Copies can be obtained after April 17, 2009 online at [www.michigan.gov/mcsc](http://www.michigan.gov/mcsc))

**Please fax or email this form to the Michigan Community Service Commission at (517) 373-4977 or to  
gilmant@michigan.gov.**

**If you have any questions, please call Tara Gilman at (517) 241-2553.**

The Michigan Community Service Commission is firmly committed to providing access, equal opportunity and reasonable accommodation in its programs, activities and materials. Please call (517) 335-4295 to request accommodations or to obtain materials in an alternate format. TTY users may reach us through the Michigan Relay Service at 1-800-649-3777.

## Learn and Serve - Michigan Application Timeline

- March 3 Application guidelines are available on-line at [www.michigan.gov/mcsc](http://www.michigan.gov/mcsc).
- March 15 Deadline for registering for the technical assistance outreach session.
- April 3 Technical assistance outreach session in Kalamazoo.
- April 6 Technical assistance outreach session in Detroit.
- April 17 Technical Assistance Conference Call
- April 10 Intent to apply form is due to MCSC.
- April 30 Learn and Serve - Michigan applications are due to MCSC.
- Sept. 1 Learn and Serve - Michigan grant start date.



### Stay Informed!

You can receive the MCSC's most up-to-date information, including funding opportunities, by subscribing to the MCSC-News Listserv. To be a part of this listserv, visit the MCSC web site at [www.michigan.gov/mcsc](http://www.michigan.gov/mcsc). From the home page, look down the left margin and click on the MCSC logo. When the sign-up page opens, enter your information and click "Submit."

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