2017 Excellence in Civic Engagement Award

All completed application materials are due in hard copy
Monday, November 20, 2017 at 12:00 pm (noon).
Please submit to the Office of Service-Learning & Civic Engagement,
4th Floor Library, Suite 458

The Office of Service-Learning & Civic Engagement recognizes up to 10 graduating seniors each semester who greatly excel in engagement and service to their community by awarding the “Excellence in Civic Engagement” stole. Students will complete the application process (details below); those selected will receive their stoles at a special ceremony, and then proudly don their stoles at FGCU’s commencement ceremony. Please bring hardcopy applications to the Office of Service-Learning & Civic Engagement by the deadline above.

Requirements:

1. Applicants must complete the required number of service-learning hours to be eligible:
   a. First-Time-In-College (FTIC) students must complete 400 or more hours*
   b. Upper Level Transfer (Transfer) students must complete 200 or more hours*
   c. Graduate (GR) students must complete 200 or more hours*

   *Service hours must be completed as a current FGCU student.

2. Applicants must be graduating at the conclusion of the semester during which they submit a completed application.

3. Applicants must complete the Application Packet; including recommendation forms contained within this application. Applicants must also complete a Personal Statement, of at least 1500 words but not more than 2500 words in length. Please refer to the personal statement guidelines within the Application Packet.

4. Applicants must obtain one (1) letter of support from a Community Partner with which you completed hours and served in a sustained manner. This letter should share details about your commitment, strengths, specific contributions to the organization, and the impact on the organization, community, and/or student. This letter should be written by a representative from the agency who has worked alongside you and can truly speak to these qualities.
5. Applicants must obtain one (1) letter of support from a member of FGCU’s faculty or staff who has knowledge of your service to your community. This letter may come from a faculty member with whom you have worked within a service-learning course, as an RSO advisor, or any other faculty or staff member who has first-hand knowledge of and can speak to your commitment, strengths, specific contributions to the organization, and the impact on the organization, community, and/or student.

6. Students will be selected to receive the “Excellence in Civic Engagement” recognition by a Selection Committee appointed by the Office of Service-Learning & Civic Engagement. The decision of the Selection Committee is final.

7. Applications that are incomplete in any way or are submitted after the deadline established for the selection process, or are not in compliance with the requirements above, will not be forwarded to the Selection Committee for consideration.

   Excellence in Civic Engagement applicants will be notified of the committee’s selection by Friday, December 8, 2017. All correspondence with applicants will be made through the student’s Eagle Mail account.

   Recipients of the Excellence in Civic Engagement stole will be recognized at a special ceremony. Date, time, and location TBD.
2017 Excellence in Civic Engagement Award
Application
Please Print

Full (Legal) Name: ________________________________________________________________

Preferred Name (if applicable): _____________________________________________________

FGCU Classification (check one) FTIC ____ or Transfer ____ or GR ____

University ID#: ________________________________________________________________

Major: _________________________________ Cell Telephone#: ____________________________

Email: _____________________________________________________________

Local Mailing Address: __________________________________________________________

Your Hometown and State: _________________________________________________________

Expected Graduation Month and Year: _____________________________________________

Total # of Service-Learning Hours Completed: _______________________________________

By applying for the Excellence in Civic Engagement Award, I give my consent to the Office of Service-
Learning & Civic Engagement, as well as the Award Selection Committee, to review my academic and
service-learning records for the purpose of this selection process.

Signature: ___________________________ Date: ______________
2017 Excellence in Civic Engagement Award

Personal Statement

Your personal statement should be at least 1500 words in length, but no more than 2500 – double spaced using 12-point font.

Your personal statement should convey to the Selection Committee what types of service you have completed, which agency you chose to work with for the majority of your service hours, why you chose to serve, and what impact the experience(s) had on you, the organization, and the community. Guiding questions you should consider when writing your personal statement are:

1. What agency did you partner with and why was this important to you? How does this project connect to FGCU’s mission and/or your major of study?

2. What social issue(s) did your service focus on and how were you and your community partner able to work together to address this issue?

3. What contribution(s) did you make to this project that would not have been possible otherwise?

4. What happened during the course of your service?
   a. What did you accomplish during your service?
   b. Who was involved? Were there any costs? Were there any deliverables?
   c. What were the impacts or outcomes? Are there any short or long-term goals? How will these be achieved?

5. How have you grown or strengthened the following (please explain):
   a. Higher order thinking skills (analysis, understanding of complex problems)
   b. Civic responsibility (local/global citizenship)
   c. Commitment to service or lifelong learning
   d. Career awareness/skills (awareness of options, clarity of choice, technical skills, teamwork)
   e. Personal outcomes (self-esteem, empowerment, respect for others)
   f. Social outcomes (pro-social behavior, collaborative, reduced risky behavior)

Note: you do not need to address each and every one of these questions when writing your personal statement. These questions are meant to help you address and highlight areas of your project that make it unique.

Deadline for all application materials is Monday, November 20, 2017 at 12:00 pm (noon).
Deliver all materials in hard copy to the Office of Service-Learning & Civic Engagement, 4th Floor Library, Suite 458.

Application materials received after 12:00 pm (noon) on November 20th will not be considered.
2017 Excellence in Civic Engagement Award
Recommendation Form (Community Partner)

Due by 12:00 pm (noon)
Monday, November 20, 2017 to LIB 458

Applicant’s Name: _____________________________________________________________

I request that _______________________________________________ complete this form as a recommendation
in support of my application for the 2017 FGCU Excellence in Civic Engagement Award.

Under the provisions of the Family Educational Rights and Privacy Act: (check one)
☐ I have retained my right of access to this recommendation (Applicant will have access to this form)
☐ I have waived my right of access to this recommendation (Applicant will not have access to this form)

Applicant’s Signature: _______________________________________________ Date: ______________________

A faculty or staff member of Florida Gulf Coast University or a Community Partner Agency representative who can provide a
reliable description of your abilities, service experiences, and activities in which you were directly involved should complete this
form.

How long have you known the applicant? _______________ In what capacity? _________________________

Please indicate your level of understanding of the applicant as you compare him/her to other students you have
known at Florida Gulf Coast University.

Please rate the student or group’s abilities on a scale of 1 to 5;
with 1 being low and 5 being high.

<table>
<thead>
<tr>
<th></th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student was able to identify a social issue or community need and involve people and organizations with an interest in the area of focus</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student was able to identify and overcome any barriers to involvement</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student was able to communicate effectively and efficiently with Community Partner and others involved in this project</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The student fulfilled their promises and completed the project(s) that were expected and agreed upon</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student sought to understand agency and establish a working relationship with related staff</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please note: you should also submit an additional recommendation letter along with this form.

Signature of person completing recommendation __________________________ Date ______________________

*If applicant waives his/her right to access, the recommender should send this form to LIB 458C,
10501 FGCU Blvd. South, Fort Myers FL 33965
2017 Excellence in Civic Engagement Award
Recommendation Form (Faculty)

Applicant’s Name: ____________________________________________

I request that ____________________________________________ complete this form as a recommendation in support of my application for the 2017 FGCU Excellence in Civic Engagement Award.

Under the provisions of the Family Educational Rights and Privacy Act: (check one)
☐ I have retained my right of access to this recommendation (Applicant will have access to this form)
☒ I have waived my right of access to this recommendation (Applicant will not have access to this form)

Applicant’s Signature: __________________________ Date: ______________

A faculty or staff member of Florida Gulf Coast University or a Community Partner Agency representative who can provide a reliable description of your abilities, service experiences, and activities in which you were directly involved should complete this form.

How long have you known the applicant? __________________ In what capacity? __________________

Please indicate your level of understanding of the applicant as you compare him/her to other students you have known at Florida Gulf Coast University.

<table>
<thead>
<tr>
<th>Please rate the student or group’s abilities on a scale of 1 to 5; with 1 being low and 5 being high.</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student was able to identify a social issue or community need and involve people and organizations with an interest in the area of focus</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student was able to identify and overcome any barriers to involvement</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student was able to communicate effectively and efficiently with Community Partner and others involved in this project</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The student fulfilled their promises and completed the project(s) that were expected and agreed upon</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student sought to understand agency and establish a working relationship with related staff</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please note: you should also submit an additional recommendation letter along with this form.

Signature of person completing recommendation __________________________ Date ______________

*If applicant waives his/her right to access, the recommender should send this form to LIB 458C.
10501 FGCU Blvd. South, Fort Myers FL 33965