



Involving students through service, leadership and philanthropy

A Program of The Oregon Community Foundation and the PGE Foundation

2011-2012 School Application

(PLEASE PRINT)

School Contact Information

Name of school: _____

School address: _____

City, state, zip: _____

School phone number: _____ School fax number: _____

School schedule (quarter, semester, trimester, etc.): _____

Principal's name: _____

Teacher Advisor Contact Information

Teacher's name: _____

Teacher's email address: _____

Teacher's phone number: _____

Classroom Information

What class will use the Community 101 program? _____

What grade(s) are the students in (9-12)? _____

How many students will be involved? _____

Was there involvement in 2010-2011 with Community 101? _____ (yes/no)

(If yes, please answer question #5 in the Letter of Interest)

Teacher/Advisor's Signature: _____

Principal's Signature: _____

The Community 101 Experience - What Is Needed

- **A completed and submitted application by May 6, 2011.**
- **A dedicated, enthusiastic teacher/advisor and student leader(s).**
- **A group of at least 12 students who meet regularly and who will participate in and complete the entire Community 101 process.**
- **Teacher access to email, phone, computer and student transportation.**
- **School account to receive and distribute the grantmaking funds.**
- **Teacher and one or two lead students must attend a half-day training in September.**
- **Teacher and students must complete brief pre- and post-program surveys.**

The Community 101 program and technical support is provided by The Oregon Community Foundation (OCF). Student grantmaking funds are provided by the Portland General Electric Foundation (PGE Foundation) and many other generous sponsors. OCF works to secure additional student grantmaking funds, which are provided by sponsors.

To learn more about the program and to view the Community 101 manual, please visit the Community 101 website at: www.oregoncf.org/c101.

Program Framework

GRANTMAKING

- Students establish a mini-foundation and follow the C101 program. A sponsor will provide up to \$5,000 for grantmaking; a minimum of \$4,000 must be awarded to Oregon 501(c)(3) nonprofit organizations; up to \$1,000 may be used for grants within the school district

COMMUNITY SERVICE/VOLUNTEERING

- Students are encouraged to participate in at least one community service project. Teachers are required to provide a record of volunteer hours to the Community 101 Coordinator by June, 2012.

REPORTING AND DOCUMENTATION

- Students and/or teachers need to submit required business letters, complete pre- and post-program surveys, provide a mid-program report and provide a final summary of the program (photos of activities are encouraged). Teachers must maintain an appropriate level of communication with the Community 101 Coordinator; failure to do so will result in loss of funding.

AWARDS CELEBRATION

- Students are required to present an overview of their C101 project and award grants at an awards celebration. Awards ceremonies are to be held as events of their own, i.e., not at school assemblies. Awards take place in April or May. All awards ceremonies need to be completed by May 31, 2012.

TIMELINE

- Generally September – May. Submit grantmaking decisions by April 1, 2012, to ensure funding is processed for the awards presentation.

2011-2012 School Application – Letter of Interest

We will select applicants who demonstrate commitment to and enthusiasm for providing positive youth development and youth leadership, civic engagement, Essential Skills/Career-Related Learning Standards and/or service-learning for their students.

Your letter of interest should include:

1. How will you integrate Community 101 with your classroom curriculum or group of students?
2. Does your school require your students to demonstrate proficiency in Essential Skills/Career-Related Learning Standards, service-learning or civic engagement for graduation? If so, will you use Community 101 as a program to demonstrate these skills? Please explain.
3. Tell us about your school including the number of students, student body makeup, curriculum focus, current teaching initiatives, etc.
4. Why do you want to participate in this program? What outcome(s) do you expect?
5. If you are a current Community 101 school, please explain what you plan to do differently with the program next year, if anything.

Please submit completed application and letter of interest to:

Jennesa Datema
Community 101
The Oregon Community Foundation
1221 SW Yamhill, Suite 100
Portland, OR 97205

Phone: 503-227-6846
Fax: 503-274-7771
jdatema@oregoncf.org
www.oregoncf.org/c101

Thank you for applying!
We will notify applicants of their status in June/July, 2011