

Environmental Engagement Proposal Form

This form is for Lewis & Clark students to propose an event or project as part of the 2017-18 Environmental Symposium theme, Environmental Engagement in Tough Times. Since we have limited funds, not all proposals will be supported, so make sure to answer the below questions carefully. If questions, please email envs@lclark.edu.

Your email address (**xxxxx@lclark.edu**) will be recorded when you submit this form. Not **xxxxx**? [Sign out](#)

* Required

1. Your first and last name *

If you are proposing a group-based event or project, use the email (above) and name of the primary contact, then answer the questions immediately below as primary contact.

2. Your year at LC *

Mark only one oval.

- ☐ First
☐ Second
☐ Third
☐ Fourth

3. Your current or anticipated major *

4. Have you attended an ENVS-organized engagement workshop? *

We strongly advise students to participate in an ENVS-organized engagement training workshop prior to submitting their proposals. If questions, email envs@lclark.edu.

Mark only one oval.

- ☐ Yes
☐ No

Proposal Information

Basic information about your proposed event or project goes here. More detailed justification and logistic information go in later sections.

5. Is this an individual or a group proposal? *

We accept proposals from individual LC students, and from groups of up to five LC students. If a group proposal, we will communicate with you via the primary contact listed above; make sure to list other group member names below.

Mark only one oval.

- ☐ Individual
☐ Group

6. (Group proposals only:) First/last names of other group members

7. Do you wish to propose an event or a project? *

EVENTS are one-time engagement activities (e.g., for an evening or weekend) for which documented reimbursements up to \$250 are supported. PROJECTS are ongoing engagement projects (e.g., for one semester or the entire year) for which scholarly stipends of \$500 per semester are provided—note that this amount is the total stipend per project, so per-student stipends for group-based projects are less. Both events and projects must follow the broad definition of environmental engagement available here: ds.lclark.edu/envs295/about-bridges/. If you wish to propose multiple events, or an event and a project, please submit multiple proposal forms.

Mark only one oval.

☐ Event

☐ Project

8. Event or project title *

Give a brief title, in Headline Style Caps, for your event or project. This title may later be used in publicity, so make it concise and compelling. (You don't need to provide logistic information, e.g., event venue/time, in the title.)

9. Event or project abstract *

Give a brief, one-paragraph abstract of your proposed event or project, including key objectives and main activities intended to achieve these objectives. This abstract may later be used in publicity, so make it concise and compelling. (You don't need to provide all logistic details here; you'll do that later. Any longer notes can go below.)

10. (Optional) Additional event or project notes *

The one-paragraph abstract above is often insufficient to fully summarize your proposed event or project. If you would like more room to discuss it in detail, please feel free to use the below. You may cite references in your answer; if so, include a list of references at bottom. (Note that all logistic details will be addressed later, so they don't need to go here.)

Proposal Justification

As you have learned via the ENVS-sponsored engagement workshop, environmental engagement involves three key components. You will justify your proposed event or project in terms of each below. For a summary, see ds.lclark.edu/envs295/about-bridges/.

11. 1. What: Environmental scholarship component *

What environmental scholarship is key to your proposed event or project? Provide a 1-2 paragraph answer below, making sure to justify your choice. We urge you to cite related scholarly publications; you will then include a list of references at the bottom of your answer.

12. 2. Who: People component *

To whom do you intend to connect the above scholarship via your proposed event or project? Provide a 1-2 paragraph answer below, making sure to justify your choice. It is often helpful to cite scholarly publications or popular media to explain your choice; if so, include a list of references at bottom.

13. 3. How: Connecting action(s) component *

How do you intend to connect the above scholarship and people via your proposed event or project? Provide a 1-2 paragraph answer below, making sure to justify your choice, and remembering that engagement is a two-way proposition. You may cite scholarly publications, discuss alternatives you considered, etc. as ways to explain your choice.

14. Navigation to logistics sections *

You have now completed basic information and justification of your proposed event or project. The final part of this proposal involves entering basic logistic information, and since this differs if you are proposing an event vs. a project, we need to navigate you to the appropriate final section. Please re-select below whether you are proposing an event or project, then click Next.

Mark only one oval.

- ☐ Event *Skip to question 15.*
- ☐ Project *Skip to question 22.*

Skip to question 11.

Event Proposal Logistics

You will be directed to this section if yours is a proposed event; please fill out all information below, then click Submit to complete your proposal.

15. Event date *

Give the date you plan to host your event. (If the event spans multiple days, enter in notes at bottom.)

Example: December 15, 2012

16. Event venue *

Where do you plan to host your event, and why? (Think of whether the people you are targeting for your event can readily attend at this venue.) If your proposal is approved, what help do you need from ENVS in securing this venue? Also add any other venue needs for which you would need ENVS support, such as AV.

17. Event start time *

Give the proposed start time for your event. (If you change the start time, edit this proposal later, or email envs@lclark.edu.)

Example: 8:30 AM

18. Event end time *

Give the proposed end time for your event. (If you change the end time, edit this proposal later, or email envs@lclark.edu.)

Example: 8:30 AM

19. Estimated participant numbers *

How many people do you anticipate or wish to participate in this event? An estimate is acceptable.

20. Sharing event with non-participants *

Commonly, some people who are interested in an event cannot participate (or may've heard about it too late). How do you propose to share your event with non-participants, if they could indirectly benefit? You may, for instance, post about it on your DS site, or (with appropriate participant permissions) take a video and share online. (If you feel that no one who was not in attendance would benefit, or that sharing the event would be inappropriate for some reason, please clarify here.)

21. (Optional) Event logistic notes

Feel free to add notes here regarding proposed event logistics, or to add detail to your responses above.

Stop filling out this form.

Project Proposal Logistics

You will be directed to this section if yours is a proposed project; please fill out all information below, then click Submit to complete your proposal.

22. Project start semester *

Give the semester in which you plan to launch your engagement project.
Mark only one oval.

- ☐ Fall 2017
☐ Spring 2018

23. Project end semester *

Give the semester in which you plan to complete your engagement project, which is expected to last one semester or the entire academic year. (ENVS will contact you to discuss expected outcomes, which must be shared by key dates ENVS will clarify.)
Mark only one oval.

- ☐ Fall 2017
☐ Spring 2018

24. Project faculty advisor *

Each engagement project must be overseen by a CAS faculty member. Enter their name and department below. (Make sure that they are willing to serve as project advisor prior to entering their name!)

25. Project documentation *

Each engagement project will be documented online, so that others may benefit; how do you plan to document yours? Several choices are presented below: (a) your DS site (best for individual projects among students with DS sites), (b) the ENVS 295 DS group site, ds.lclark.edu/envs295/ (best for group projects, or for students without DS sites—note that all projects will maintain basic summaries/links on the 295 site), or (c) another means of online documentation, for which you'll provide a quick summary. (ENVS will contact you to provide details on expected documentation.)
Mark only one oval.

- ☐ My DS site
☐ The ENVS 295 site
☐ Other: _____

26. (Optional) Project logistic notes

Feel free to add notes here regarding proposed project logistics, or to add detail to your responses above.

A copy of your responses will be emailed to xxxxx@lclark.edu