

Urban Sabbatical Program

FY 2022 Program Information



Application Deadline: July 31, 2021

Application Submission: Email applications to Metro.Center@wsu.edu
Subject: WCMER Deep Dive Program

For additional information, contact Brad Gaolach, Director WCMER, at 425-405-1734 or gaolach@wsu.edu

The Western Center for Metropolitan Extension and Research (WCMER) is a multi-university collaboration established by the Western Extension Directors Association to increase the internal capacity of Extension programs to address metropolitan issues, and to elevate the stature and value of Cooperative Extension to external metropolitan audiences. Since its founding in 2014 we have focused our applied research efforts on best Extension practices and issues facing metropolitan areas. Our professional development activities have focused on supporting the institutional and organizational aspects of successful urban Extension programs, with a goal of better aligning programs and program delivery with the needs, issues and interest of their metropolitan constituency. Institutional membership in the WCMER has increased from the six founding university Extension members to twelve, with members in each of the 4 ECOP geographical regions. This expanded membership has allowed us to broaden our collaborations and reach and engage in new projects that advance the knowledge base of Extension work in our metropolitan regions.

Program Description

The WCMER is committed to enhancing Extension's, and the broader land-grant university system's, activities and impact in metropolitan communities. To accomplish this goal, WCMER will host community-engaged scholars who share this goal. The WCMER Urban Sabbatical Program (WUSP) will allow community-engaged scholars to work with the WCMER and faculty from member institutions to conduct applied research, develop new or sharpen existing skills related to working in metropolitan communities, develop and / or pilot new programs, conduct feasibility studies for new programmatic areas, or co-author scholarly products.

The duration and location of sabbatical activities will be mutually agreed upon by all individuals and organizations involved. Sabbatical durations are allowed to range from a few months to a maximum of 12 months. Sabbatical activities must be completed during a single WCMER fiscal year (July 1 – June 30). The location of sabbaticals can be conducted virtually with the fellow remaining at their home institution or residential with travel to a host institution, including metropolitan located Extension offices or community-based partners.

Applicants must identify a mentor. Although it is not required, we suggested, that applicants identify an Extension professional from a WCMER member institution (see <https://metroextension.wsu.edu/platinum-members/>) to serve as a host and mentor. Applicants may also choose to work with WCMER directly, in which case you should identify a mentor from the WCMER leadership team (see <https://metroextension.wsu.edu/about-us/directory/>).

The WCMER is a membership-based organization; therefore, funding available for the WUSP is dependent upon WCMER annual funding for the program. The WCMER will make every effort to make awards by June 1st of the preceding fiscal year, contingent upon availability of funds. WUSP proposals eligible for funding (see Eligibility) will require a fiscal agreement between the Fellow, their home institution, and the WCMER. It is WCMER's intention to follow the fiscal policies of the home and host institutions wherever applicable. Because this program is funded out of WCMER general membership funds, WCMER does not allow any indirect or F&A charges on the award.

Eligibility

While the intent of the WUSP is to enhance the visibility and impact of Extension in metropolitan communities, the WUSP program is open to both academic and non-academic professionals who are committed to enhancing the role and impact of Extension-based activities in metropolitan communities. Therefore, those eligible include, but are not limited to:

- Current Extension professionals from an 1862, 1890, or 1994 land-grant university with or without a faculty appointment.

- Faculty with-out Extension appointments from an 1862, 1890, or 1994 land-grant university, including faculty who are not tenured or tenure track.
- Faculty or academic professionals from an urban serving or located university (your university does not have to be a member of coalition of urban serving universities).
- A professional from a federal, state, and regional governmental agency; non-governmental, business, community, or faith-based organizations; or a professional or collaborative organization working in a metropolitan community.

Applicants from a WCMER member institution will be eligible for a WUSP stipend of up to \$5,000 if from a platinum member institution or \$2,000 from a silver member institution. See the WCMER member page to see if your institution is a member: <https://metroextension.wsu.edu/wcmer-member-benefits/>. Applicants do NOT have to have an Extension appointment to eligible for a stipend.

Proposal and Submission Instructions

Applicants are encouraged to use the WUSP application page (*TBD: likely a Qualtrics form for easy completion and download*) but may submit as a stand-alone PDF file that contains the same information. The WUSP applicant and WCMER host mentor should jointly develop a proposal that contains the following information:

Section A: Cover Page (not to exceed 1 page)

1. Names, affiliations, and contact information of the WUSP applicant and WCMER host mentor
2. Project Title
3. Anticipated start and end dates
4. Requested funding (if eligible, see below)

Section B: Project Description (not to exceed 4 pages, Calibri 11 pt font or larger, 1" margins)

1. An introduction that provides background context and describes the significance of the proposed research. Assume the reader has no previous knowledge of your subject area or work. What is the problem your project will address? What is the state of current scholarship with regard to it? What do you propose to learn or to understand as a consequence of your work?
2. Is this proposal associated with an existing or planned sabbatical? If so, provide sufficient details to understand its purpose and how this proposal will help you accomplish the planned activities.
3. Objectives of the work to be conducted by the applicant during the sabbatical leave.
4. Materials and methods required to accomplish the proposed activities, if necessary.
5. Resources currently available at the host location to support the proposed activities.
6. Expected outputs and impacts of the proposed activities.
7. Benefits of the proposed activities to WCMER, Extension in general, and the host institution (if applicable).
8. Description of how the sabbatical will enhance the skills and capabilities of the applicant.
9. Indicate why you are prepared to undertake this project.

Section C: Attachments

1. Current Curriculum Vitae or detailed resume.
2. Assurances of Cooperation from host institution: (attach letters of support)
3. A letter from an authorized official of the applicant's institution that:

- a. documents institutional approval for submission of the application and of the proposed activities;
- b. describes the specific arrangements at the applicant's institution with respect to salary and date and duration of the sabbatical leave; and
- c. recognizes the full-time nature of the sabbatical leave, including agreement that the will be minimally engaged in their normal professional duties.

Application Review and Selection

Proposals will be reviewed by the WCMER Advisory Board, with the WCMER Director making the final selection.

FY 2022 Topics of Interest

The WCMER will accept applications on any topic that addresses the goals and mission of WCMER. For the current round of funding, WCMER is especially interested in applications that address or relate to:

1. All aspects related to the on-going impacts of and recovery from the pandemic.
2. The current social and political justice movements.
3. Building on current or past WCMER Deep Dives (see: <https://metroextension.wsu.edu/deep-dive/>).
4. Building on one of the topics addressed in the *Leading Edge Dialogue Series* the WCMER completed in 2021 (see: <https://metroextension.wsu.edu/2020/04/13/led/>).