

SABES Faculty Partnership Proposal

Name: _____ Department: _____

Area(s) of Expertise: _____

Phone: _____ E-mail: _____

Do you speak any language(s) other than English? Y/N If yes, what language(s): _____

Additional Team Members:

Name: _____ Position (please circle): Postdoc Graduate Student Undergraduate

Name: _____ Position (please circle): Postdoc Graduate Student Undergraduate

Name: _____ Position (please circle): Postdoc Graduate Student Undergraduate

Name: _____ Position (please circle): Postdoc Graduate Student Undergraduate

Name: _____ Position (please circle): Postdoc Graduate Student Undergraduate

After-school Program

Research has shown that duration and consistency are very important to each mentoring relationship. To help ensure that this experience will be a positive experience for SABES participants, you and your team, please carefully consider each person's availability and the time commitment when applying to assist with the after-school program (Mentoring with Impact: A Step-by-Step Guide for a Successful Mentoring Program, Boys & Girls Clubs of America, September 2008).

Please note that there is a one academic-year commitment (September – June).

Faculty members are required to:

- Contribute at least 10 hours to the overall project.
- Visit the assigned after-school program at least 4 times/year.
- Attend the orientation and required training.
- Attend at least one STEM Recognition event. Each neighborhood will host two per year.
- Comply with all JHU and City Schools' policies related to this project.

Faculty members and their research teams can earn hours by:

- Participating in after-school program visits to the assigned school including preparation time.
- Providing support to the after-school facilitator as needed to support the students' projects.
- Attend or assist students with presentations at STEM Recognition events.

Other team members are required to:

- At least two members of the team are expected to attend one session per week. On average, each team member volunteers 2 hours every 2 weeks. The volunteer time may decrease based on the size of your group.
- Attend the orientation and required training.
- Attend at least one STEM Recognition event. Each neighborhood will host two per year.

- Comply with all JHU and City Schools’ policies related to this project.

Do you have a preferred area of the city where you would like to work? Please note that we cannot guarantee that you will be placed at your preferred area, but will take your request into account.

____ Greater Homewood ____ Park Heights ____ Highlandtown/Greektown

Please mark the days that your research team is available after 1:30 PM.

Day	Please mark if available after 1:30 PM
Monday	
Tuesday	
Wednesday	
Thursday	

Step 1: Complete this form and submit it to the SABES Program Manager at sabes@jhu.edu. Please note that there is a one academic-year commitment (September – June). Faculty members may re-apply to continue working with the grant after one year. Faculty members may apply alone or include postdoctoral researchers, graduate and/or undergraduate students in their proposals. All undergraduate volunteers are required to submit a volunteer application and an acknowledgement of risks and liability.

Step 2: The Faculty Outreach Oversight Board (FOOB) will contact the faculty member for additional information as necessary. The FOOB will determine if the faculty member is eligible to work on the grant based on availability for programs and areas of expertise. Faculty member will be notified within 4 weeks of the application submission deadline.

Step 3: Once approved by the Faculty Outreach Oversight Board, the SABES Program Manager will schedule an orientation for the faculty member and his/her research team as well as fingerprinting and a background check. The Program Manager will introduce the faculty member and team to the SABES team members and provide details of upcoming events such as required training and STEM Recognition events. If the faculty member is selected to assist with the after-school program, the Program Manager will also provide the meeting days, times and location of the program.

Step 4: The faculty member and members of his/her research group will work with the assigned SABES team for the school year. If questions or concerns arise during this time, please contact the Program Manager for assistance.

Step 5: The faculty member and members of his/her research group, if applicable, submit required timesheets by the specified deadlines (January 15 for fall semester; June 15 for spring semester).

Signature of Sponsoring Faculty Member: _____

If any of the postdocs or graduate students employed by JHU are not being advised by you, please add their advisor’s name, date and signature indicating that they are in agreement with their postdoc or graduate student participating in the SABES educational outreach work for which semesters of which academic year.