Call for Applications for the 2013 CCPH Annual Award
Receipt Deadline: Monday March 4, 2013

INTRODUCTION: Community-Campus Partnerships for Health (CCPH) is a non-profit organization that promotes health equity and social justice through partnerships between communities and academic institutions. We view health broadly as physical, mental, emotional, social and spiritual well-being and emphasize partnership approaches to health that focus on changing the conditions and environments in which people live, work and play. Our strategic goals are to:

• Leverage the knowledge, wisdom and experience in communities and in academic institutions to solve pressing health, social, environmental and economic challenges;
• Ensure that community-driven social change is central to the work of community-academic partnerships; and
• Build the capacity of communities and academic institutions to engage each other in partnerships that balance power, share resources, and work towards systems change.

Our members – a diverse group of over 2,000 individuals and organizations affiliated with colleges and universities, community-based organizations, health care delivery systems, student service organizations, foundations and government – are advancing these goals in their work on a daily basis through service-learning, community-based participatory research and other community-academic partnerships. What ties us together is our commitment to social justice and our passion for the power of partnerships to transform communities and institutions.

INTENT OF THE AWARD: The CCPH Annual Award was established in 2002 to highlight the power and potential of community-campus partnerships as a strategy for health equity and social justice. Each year, it recognizes exemplary partnerships between communities and academic institutions that are striving to achieve the systems and policy changes needed to overcome the root causes of health, social, environmental and economic inequalities.

Through the CCPH Annual Award, we seek to recognize community-campus partnerships that:
• Others can aspire to;
• Embody the CCPH principles (see http://depts.washington.edu/ccph/principles.html#principles);
Demonstrate CCPH strategic goals (listed on the previous page);
- Pursue multiple community-campus partnership strategies;
- Involve a full range of partners; and
- Achieve significant outcomes that go beyond a process or event.

The 2013 CCPH Annual Award recipient will receive:

1. Public recognition of the partnership’s achievements at an award presentation ceremony at CU Expo, the Canadian-led International Community-University Partnerships Conference, June 12-15, 2013 in Corner Brook, Newfoundland (see http://cuexpo2013.ca/Pages/CCPH.aspx). Two partnership representatives will accept the award on behalf of the partnership at CCPH’s expense;
2. Two commemorative plaques;
3. A press release and newsletter articles announcing the award and describing the partnership;
4. A description of the partnership on the CCPH website, with links to the partnership’s website;
5. An opportunity to publish an article about the partnership and/or products emanating from the partnership's work in peer-reviewed publications affiliated with CCPH, including http://CES4Health.info; and
6. Special opportunities to present at CCPH-sponsored forums

Any partnerships that are selected for an honorable mention will receive #3-#6.

ELIGIBILITY CRITERIA: Partnerships involving one or more community partners and one or more academic partners are eligible to apply for the award. By “academic partner” we mean a community college, college, university or residency program (including affiliated administrators, faculty, staff and students) that contributes to the partnership. By “community partner” we mean an individual, organization or agency that contributes to the partnership and is not an academic partner.

Partnerships must nominate themselves and need not be members of CCPH. Partnerships that have applied in the past but did not receive the award or honorable mentions may re-submit. We welcome applications from any country or nation. CCPH can only accept applications in English. Partnerships that include past CCPH Annual Award or honorable mention recipients, current CCPH board members, and/or current CCPH staff are not eligible for the CCPH Annual Award.

SELECTION CRITERIA: In addition to meeting the intent of the award and the eligibility criteria, the award recipient will be selected based on its ability to demonstrate the selection criteria below.

1. Health equity and/or social justice is a central and explicit goal of the partnership;
2. The partnership is achieving measurable and meaningful outcomes;
3. The partnership strives for equity and justice within the partnership;
4. The partnership pursues multiple community-campus partnership strategies. These strategies may include, for example: implementing service-learning, engaging in community-based participatory research, leveraging partnership resources for community and economic development, mobilizing knowledge to effect changes in practice or policy, etc.; and

5. The partnership engages a full range of partners that have a stake in the work of the partnership. These partners may include, for example: community-based organizations; health care delivery organizations; community members who are not employed in the fields of health care or higher education; students, faculty and administrators at primary, secondary, undergraduate, graduate and/or post-graduate levels; elected officials; government agencies; philanthropic organizations; businesses, etc.

**SELECTION PROCESS:** Applications will undergo a thorough review by a committee of CCPH board members, staff and advisors. Decisions about the award and any honorable mentions will be made on the basis of the intent, eligibility, and selection criteria contained in this document. Applications will also be reviewed for adherence to the guidelines, page limits, and formatting instructions contained in this document. Please see pages 3-5 for detailed submission instructions.

**PERMISSION:** By submitting an application for the CCPH Annual Award, the partnership and its members agree that (a) CCPH reviewers may contact individuals named in the application for further information about the partnership; and (b) All or parts of the information contained within the application can be released by CCPH in forms that may include but are not limited to press releases, website postings, e-mail announcements, and newsletter articles.

**NOTIFICATIONS:** The Partnership Representative named on the application will be notified when the application has been received. This same representative will be notified no later than May 1, 2013 regarding whether or not the partnership has been selected for the award or honorable mention. Public announcements regarding the award recipient and any honorable mentions will be made at the time of the award presentation.

**SUBMISSION DEADLINE & INSTRUCTIONS**

**Deadline:** Applications must be received as a single email attachment sent to award@ccph.info on or before midnight eastern time (U.S.) on Monday March 4, 2013. Applications will only be accepted by email.

In fairness to all nominees, applications will not be considered that are received after the deadline. In addition, failure to follow the application guidelines below (including requirements for page limits, font size and line-spacing) may result in an application not being reviewed even if it arrives on time.
**Format Requirements:** Applications must be contained in a **single document** in either Microsoft Word or Adobe Acrobat PDF format. The document may not exceed 25 pages and margins may not be less than ¾ inch. Specific requirements for page limits, font size and line spacing are noted for each section below.

**Section 1: Title page = 1 page maximum, font size not less than 11 point, may be single spaced**

Please include these items in the order listed:

a. Title/Name of the Partnership

b. Partnership Representative (Note: This is the main contact person used for all correspondence about the application and the CCPH Annual Award).

Name  
Title/Position  
Organization/Affiliation  
Mailing Address  
Phone/Fax  
Email  
Website for the partnership (if available)

c. How did you hear about the CCPH Annual Award?

d. Application abstract (250 word maximum)

**Section 2: List of Partners = 2 page maximum, font size not less than 11 point, may be single spaced**

What organizations and individuals comprise your partnership? Please list them and include a one-sentence description of each.

**Section 3: Essay = 12 page maximum, font size not less than 11 point, may be single spaced**

Please answer these questions in the order listed:

1. What is the history/background of how and why your partnership started?

2. What are the mission and goals of your partnership, and how were they determined?

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1 Applications that are comprised of multiple attachments will not be reviewed. If you have multiple documents, we suggest converting each to PDF and merging them into a single PDF document. To access instructions and free online programs for doing so, type “merging multiple PDF files” into [www.google.com](http://www.google.com)
3. How does your partnership define “community” and how do you interpret that definition in the composition, mission, goals and activities of your partnership?

4. What is the governance structure and decision making process for your partnership?

5. What funding supports your partnership and how are decisions made about (a) which funding sources to pursue, (b) what entity serves as fiscal agent and (c) how funding is allocated?

6. What community-campus partnership strategies does your partnership pursue, and how do these help to achieve your mission and goals?

7. How does your partnership assess and reflect on progress towards your mission and goals, and how is this information used by the partnership?

8. What outcomes or results have been achieved by your partnership and what evidence can you provide to support these?

9. How does your partnership strive for equity and justice within the partnership?

10. To what do you attribute your success as a partnership?

11. What lessons have you learned about community-campus partnerships that you believe are important to share with others?

12. Partnerships can lead and inspire transformation at societal, institutional, organizational, and personal levels. How does your partnership exemplify transformation?

13. By what process did you decide to apply for the CCPH Annual Award and draft this application?

Section 4: Supporting documentation = 10 page maximum, font size not less than 10 point, may be single spaced

Supporting documentation might include a partnership agreement or memorandum of understanding, examples of press coverage, letters of support, summaries of evaluations that document the partnership’s outcomes, lists of publications and presentations based on the partnership’s work, descriptions of partnership projects and/or any other information that you believe helps to support the application.

FOR MORE INFORMATION

The CCPH Annual Award website at http://depts.washington.edu/ccph/awards.html includes descriptions of past CCPH Annual Award and Honorable Mention recipients and answers to frequently asked questions about the award. Additional questions about the award should be sent to award@ccph.info