IMPORTANT: Application NOT VALID for postulation. It is only a draft. To apply, it's necessary to complete the online application at: https://www.tfaforms.com/4962539

Language / Idioma / Langue *

Contact email / Email de contacto / Courriel de contact *

País / Country / Pays *

Region *

DATA SHEET

Name of the Catholic Higher Education Institution (CHEI) presenting the experience: *

What are the service objectives of the experience presented? Please provide a brief description: *

Please provide a brief description of **two** activities carried out by students on-site or virtually serving the community: *

If the experience includes learning objectives, please provide a brief description of **two** of them: *

1. DATA OF THE INSTITUTION SUBMITTING THE EXPERIENCE

Experience: hereinafter this expression will equally refer to projects, internships, courses or service-learning institutional programmes. Unlike projects/practices/courses organised by a single department or institutional or disciplinary area, "programmes" are considered to be those organised on an interdisciplinary or multidisciplinary basis, focused on one or more territories, and centrally coordinated within the framework of institutional decisions or policies encompassing the institution as a whole.

Service-learning is understood as a service experience with the community, actively led by students, and intentionally coordinated with academic contents within the framework of an educational/training proposal offered by the Institution.

If the experience is carried out and presented by more than one CHEI, you must complete this section with the details of each one.

1.1. Full name of the institution: *

1.2. Select if the institution is:

    University

    Higher Education Institution, College or other

1.3. The institution belongs to:

    One or more dioceses or archdioceses

    One or more Episcopal Conferences

    One or more religious congregations

    Other

  Which ones?

1.4. The institution holds the title of Pontifical?

    Yes

    No

1.5. State the values or principles that characterise the mission and identity of the institution. (You may attach documentation on institutional mission and identity to be considered in the evaluation of this application): (250 words)

STUDENT POPULATION AND FACULTY

1.6. Total number of faculty members at the university or institution at present:

1.7. Total number of students currently enrolled at the institution:

1.8. According to their religious affiliation, you would say most of the students:

Are practising Catholics or come from a Catholic cultural background.

Are baptised (Catholics or Christians of other denominations) but come from a cultural background that is agnostic, atheist, or indifferent to religion.

Are not baptised, do not profess any religion, are agnostic, atheist, or religiously indifferent.

Profess other religions.

Other.

What other religions do they profess?

1.9. According to their socio-economic level, would you say that most of the students come from the following sectors:

High-income sector

Middle-income sector, with all their basic needs met

Low-income sector, vulnerable populations, or unsatisfied basic needs

Other

BACKGROUND

1.10. Has the Institution developed service-learning experiences before 2019?

Yes

No

Don't know

Since what year?

OFFICE, DEPARTMENT, OR CHAIR RESPONSIBLE FOR THE EXPERIENCE

1.11. The experience is organised by:

      The chancellor's office or the highest institutional authority

      A vice-chancellor's office or secretary's office

      A specific institutional programme

      One or more faculties or departments

      One or more university degrees

      One or more chairs

      Other

Detail on which ones:

1.12. Indicate the contact details of the responsible body:

Name and last name of responsible person:

Position:

Postal address of the body:

Postal code:

Country:

Department/Province/State:

City:

E-mail address of the body:

Social media: Please indicate the social media address where the organisation responsible for the experience appears:

PROFESSORS RESPONSIBLE

1.13. Professors directly responsible for the experience (you may add up to 3):

Last name: *

Name: *

Position: *

E-mail: *

- -

Last name:

Name:

Position:

E-mail:

- -

Last name:

Name:

Position:

E-mail:

2. DETAILS OF THE SERVICE-LEARNING EXPERIENCE

2.1. Title or name of the experience: (IMPORTANT: if you use an acronym or fancy name please specify or add a subtitle that allows communicating in a few words the main service activity developed, for example, "Design, production, and installation of solar panels in rural areas"). *

2.2. Summary of the experience. Please describe the experience you are presenting:

2.3. Has this experience been presented before in any other national, regional or international competition or award?

Yes   Has this experience been acknowledged?

            Yes   Please specify:

            No

No

Don't know

2.4. CURRICULAR AND INSTITUTIONAL ARTICULATION

This experience is part of (more than one option may be selected):

The activities of a chair or mandatory disciplinary course of the degree.

The activities of an elective course in the degree programme.

A course specifically organised around the service-learning experience.

An interdisciplinary project developed among several subjects or degree courses.

The credits required by the Curriculum of a degree course.

The pre-professional internships of the degree course.

An institution-wide mandatory graduation requirement. (You may attach the institutional resolution or specific information on this graduation requirement to be considered in the evaluation of this application).

Research activities of the chair, major, or department.

Institutional outreach/social commitment/social responsibility/institutional connection with the environment/social outreach programmes.

Institutional service-learning programme.

Institutional student volunteering programme.

Campus ministry, missionary programme, or other programmes in connection with the institution's Catholic identity and mission.

Other.

If applicable, please detail the answers ticked in the previous question:

2.5. THEMATIC CATEGORY

Please indicate which of these subject categories your experience best fits into. These categories take as a reference the Sustainable Development Goals (SDGs) established by the United Nations and the five thematic areas proposed by the Global Compact on Education (GCE) promoted by Pope Francis: *

A. POVERTY, ZERO HUNGER (SDGs 1 & 2, GCE 1): addressing socio-economic needs, working with communities in extreme poverty and marginalised groups to meet basic needs, sustainably improve their living conditions and eradicate poverty, others.

B. HEALTH AND WELL-BEING (SDG 3, GCE 1): contribute to ensuring healthy lives and promoting well-being for all at all ages. Information and health promotion campaigns, disease prevention, blood and organ donation in accordance with national legislation, healthy behaviours. Participation in ophthalmological and dental control campaigns, medical, dental, and veterinary practices in vulnerable communities, collaboration with COVID prevention actions, others.

C. EDUCATION (SDG 4, GCE 1): contributions to educational quality and inclusion, literacy activities, educational support to vulnerable populations, training for technological inclusion, others.

D. PROMOTION OF HUMAN RIGHTS AND REDUCTION OF INEQUALITIES (SDG 5 AND 10, GCE 1): campaigns and activities aimed at guaranteeing the exercise of rights for all people, preventing discrimination, valuing diversity, and reducing inequalities. Collaboration with organisations working for women and other groups whose rights have been violated, victims of violence and discrimination, migrants and migrant groups, people deprived of their liberty, others.

E. CARE FOR THE COMMON HOME (SDGs 6, 7, 11, 13, 14 and 15, GCE 3): campaigns and actions that contribute to care for the environment, such as access to safe drinking water and rational use of water resources, promotion of affordable and non-polluting energy sources, action on climate change, care for life in terrestrial and aquatic ecosystems, others.

F. SOLIDARITY ECONOMY, DECENT WORK, SUSTAINABLE INDUSTRY, RESPONSIBLE PRODUCTION AND CONSUMPTION (SDGs 8, 9, 12, GCE 3): promotion, support and/or advice for cooperative experiences, micro-credit, microenterprises, social economy, green economy, circular economy, solidarity technology projects, actions and programmes to reduce the environmental impact of productive enterprises, urban life, promote responsible production and consumption, etc.

G. SUSTAINABLE CITIES, DECENT HOUSING, CONSERVATION AND PROMOTION OF HISTORICAL, CULTURAL AND NATURAL HERITAGE (SDG 11, GCE 3): design and construction of decent housing, collaboration with popular housing and self-construction programmes, sustainable urban planning programmes, urban accessibility for people with disabilities, older adults and children, road safety, socio-cultural animation, conservation and promotion of historical, cultural and natural heritage, promotion of ecological and solidarity tourism, others.

H. PROMOTION OF A CULTURE OF PEACE AND FRATERNITY (SDG 16, GCE 2, 4, and 5): Actions to promote a culture of peace and fraternity, raising awareness on weapon expenditure, ongoing armed conflicts, and their social and economic consequences. Attention to refugees and war migrants. Contributions to significantly reduce all forms of violence, put an end to abuse, exploitation, trafficking, and all forms of violence and torture. Promotion of the use of social networks to contribute to a culture of peace and fraternity, education to avoid trolls, phishing, and all forms of aggression and virtual harassment, including the dissemination of false news and messages that do not contribute to social coexistence. Promotion of intercultural, ecumenical, and inter-religious dialogue.

I. PROMOTING CITIZEN PARTICIPATION TO CONSOLIDATE DEMOCRATIC INSTITUTIONS, PARTNERSHIPS TO ACHIEVE THE GOALS (SDGs 17 and 18, CPG 4): Promoting the rule of law and equal access to justice for all, development of legal clinics targeting a vulnerable population. Contribute to providing access to a legal identity for all. Actions to support public bodies and CSOs promoting the recovery and return of stolen assets and the fight against all forms of organised crime. Promoting transparency. Contribute to public access to information and the protection of fundamental freedoms, according to national laws and international agreements. Contribution to the establishment and strengthening of collaborative networks at local, national, regional, or international level: Building inter-institutional alliances around the objectives of the experience; other.

J. COLLABORATION WITH THE LOCAL CHURCH, EVANGELISATION, AND MISSION (GCE 5): Actions and programmes specifically oriented towards collaboration with the local Church around social and environmental issues such as those mentioned above, and/or in collaboration with pastoral priorities, the dissemination of the Gospel and the teachings of the Church, the development of parish activities or institutions, movements and ecclesial associations, catechetical activities, missionary groups, open spaces for spiritual reflection, others. Activities that contribute to making the Catholic University a place of encounter and interreligious and intercultural dialogue.

K. Others

2.6. LENGTH OF THE EXPERIENCE

Start date

Starting year: Starting month:

Does it continue today?

    Yes   No

Finalisation

End month: End year:

2.7. MOTIVATION

Why did the Institution/the Chair decide to initiate this experience? Please specify whether it emerged from a demand from the community, from students, and/or from an institutional decision: (250 words)

2.8. ISSUE TO BE ADDRESSED

Please define as precisely as possible the social, environmental or community problem to be addressed, or the community demand to which this experience seeks to respond: (250 words)

2.9. LOCATION

Specify with information about the community where the service is performed:

    The experience takes place:

        Face-to-face/On-site

        Virtually

        Hybrid/Mixed

    The experience is connected with people from:

        The same location as the institution

        Another town in the same country:

        Other country:

    In an area predominantly:

        Rural

        Urban

2.10. STUDENT PARTICIPANTS

Total number of students enrolled in the course, chair or degree course:

Total number of students directly participating in the experience:

Student participation in the experience took place:

Face-to-face

Virtually

Hybrid/Mixed

The participation of students in the experience is:

Voluntary

Mandatory for course approval purposes

Mandatory to fulfill an institutional requirement

- Describe the mandatory requirement:

What is the duration of the course? (In weeks, months, semesters, academic years):

How many hours per week do students dedicate to service activities?

2.11. PARTICIPATING FACULTY

Number of professors participating in the experience:

Professors involved in the experience (tick the one that best describes their experience):

Accompany students in the activities on-site on a voluntary and free of charge basis.

Accompany students in the activities on-site and receive some financial or academic recognition for it.

Accompany students with classroom activities during their class time, but do not participate in on-site or virtual activities and do not receive any kind of recognition.

Accompany students with classroom activities during their class time, but do not participate in on-site or virtual activities, and receive some kind of financial or academic recognition for accompanying a experience.

Other:

Do professors carry out research activities in connection with the experience? (If research or reviews of the experience have been published, please attach documentation to be considered in the evaluation of this application):

Yes

No

Do the participating professors assess the academic learning acquired or developed by each student? (You may attach a document with the procedure or further information on this point to be considered in the evaluation of this application):

Yes

No

2.12. PARTNERS AND OTHER PARTICIPANTS

Indicate which partners collaborated with the experience:

Government agencies, public institutions:

International organisations:

Civil society organisations:

Local Church organisations:

Other regional or international church institutions:

Companies, investment funds, for-profit organisations:

Other educational institutions:

Science and technology agencies:

Other allies:

Have there been any agreements, conventions, or other inter-institutional alliances been signed? (If you have official documents you may attach them for consideration in the evaluation of this application):

Yes

No

Select other participants who contributed to the experience:

Researchers

Graduates

Doctoral / Post-doctoral students

Non-teaching staff

Other educational institutions

Members of the beneficiary community

Students from other educational institutions

Others:

2.13. BENEFICIARY POPULATION

We understand that in any service-learning experience the students and the professors themselves are also "beneficiaries" of the practice, together with the members of the community they work with. This section, however, refers exclusively to the beneficiary population that is not part of the Higher Education institution.

The population that benefitted from the service of the students is:

A community/territory/area in general:

Describe the beneficiary community, territory and/or locality. (You may attach additional information on the beneficiary population and hoy they are affected by the problems mentioned in 2.8. to be considered in the evaluation of this application):

A specific group or specific persons:

Please select all the options that correspond to the beneficiary population according to their characteristics. (You may attach additional information on the beneficiary population and how they are affected by the problems mentioned in 2.8. to be considered in the evaluation of this application):

Children and adolescents in a situation of vulnerability

Adolescent mothers and fathers

Micro entrepreneurs

Community organisations

Small rural producers

People with disabilities

People with health problems and/or addictions

Unemployed persons

People at educational risk

Homeless people

Persons deprived of liberty

Persons and groups subject to discrimination and violence

Population benefiting from social programmes

Indigenous or original populations

Populations living in poverty, at risk or in settlements

Asylum seekers, refugees and migrants

Others:

Please select all that apply to the beneficiary population by age group:

Children (0-11)

Adolescents (12-17)

Youth (18-30)

Adults (31-65)

Older adults (+65)

Number of *direct* beneficiaries of the service:

Number of *indirect* beneficiaries of the service:

Does the beneficiary population interact directly with the students?

> Yes
>
> > Please indicate one or more options that best describe what happens in the experience:
> >
> > > The beneficiary population receives goods or services from the students but is not involved in the process.
> > >
> > > The beneficiary population actively participates in the experience:
> > >
> > > > How do the beneficiary population participate? Select all the items that apply:
> > > >
> > > > > Participates in the previous diagnostic activities.
> > > > >
> > > > > Participates in community activities together with the students.
> > > > >
> > > > > Contributes to the organisation of activities in the community.
> > > > >
> > > > > Collaborates with professors in on-site learning activities.
> > > > >
> > > > > Participates in reflection activities together with students.
> > > > >
> > > > > Participates in evaluation activities.
> > > > >
> > > > > Participates in the closure and final celebration.
> > > > >
> > > > > Contributes with own resources.
>
> No

2.14. DIAGNOSIS

Has a diagnosis been carried out prior to initiating the experience?

> Yes
>
> > Who participated? (Select all the items that apply):
> >
> > > Teaching staff
> > >
> > > Researchers / research team
> > >
> > > Students
> > >
> > > Civil society organisations/NGOs
> > >
> > > Organisations and individuals in the community you plan to collaborate with
> > >
> > > Bishop, parish priest, lay leaders or members of local church community organisations
> > >
> > > Public officials
> > >
> > > Companies, traders, producers
> > >
> > > Others:
>
> No

Briefly describe the strategies used for the assessment: instruments, indicators, participants, a summary of findings. (You may attach relevant documents to be considered in the evaluation of this application). (250 words)

2.15. OBJECTIVES

Describe the objectives set for the experience. Complete only those items that apply to your experience. (If you have developed a planning tool for the experience, project or course, you can attach it to be considered in the evaluation of this application).

Of service actions on behalf of the community:

Of academic/curricular/professional skills development learning:

Of ethical, spiritual or religious reflection:

2.16. ACTIVITIES DEVELOPED BY THE STUDENTS

Activities developed by students	Curricular content involved	Main learning, development of competencies, personal development

2.17. ACTIVITIES DEVELOPED BY THE OTHER PARTICIPANTS

Based on the answers of 2.12., please complete the activities of the following participants and allies:

	Activities carried out	Type of activity
Other professors of the institution		Occasional Permanent
Researchers		Occasional Permanent

Graduate, Doctoral, Post-doctoral		Occasional
		Permanent
Non-teaching staff		Occasional
		Permanent
Government agencies, public institutions		Occasional
		Permanent
International agencies		Occasional
		Permanent
Civil society organisations		Occasional
		Permanent
Local Church organisations		Occasional
		Permanent
Other regional or international church institutions		Occasional
		Permanent
Companies, investment funds, for-profit organisations		Occasional
		Permanent
Students from other educational institutions		Occasional
		Permanent
Chancellors of faculty from other educational institutions		Occasional
		Permanent

Members of the beneficiary community	Occasional Permanent
Science of Technology Agencies	Occasional Permanent
Others	Occasional Permanent

2.18. REFLECTION

Have there been reflection activities on the experience developed with the students?

Yes

When? Select all the items that apply:

Before starting the experience

During the experience

At the end of the experience

The reflection focuses mainly on:

Students' personal experience

Group experience

Community outreach

Social or environmental issues addressed

Ethical values involved

Spiritual experience developed

Catholic Social Teaching

Other:

What kind of strategies or activities are used for the reflection sessions? (If you have testimonies or reflection guides, you may attach the relevant files for consideration in the evaluation of this application):

No

2.19. EVALUATION

Has there been any evaluation of this experience carried out?
(If specific evaluation instruments were developed, you may attach them to be considered in the evaluation of this application).

Yes

When? Select all the items that apply:

Before starting the experience
During the experience
At the end of the experience

Who participated? Select all the items that apply:

Students

Faculty

Researchers

Graduate/Doctoral/Post-doctoral

Non-teaching staff

Government agencies, public institutions

International organisations

Civil society organisations

Local Church organisations

Other regional or international Church institutions

Companies, investment funds, for-profit organisations

Students from other educational institutions

Chancellors or faculty from other educational institutions

Members of the benefitted community

Others

What has been evaluated? Select all the items that apply:

Prior knowledge/initial motivation/baseline, other previous indicators
Impact/achievements/outcomes of the experience on students
Impact/achievements/results of the experience on the community
Others:

No

	Yes	No

There have been improvements in students' academic learning and/or professional skills development:

Please specify briefly. (If you have documentation or evidence you can attach the relevant files to be considered in the evaluation of this application):

	Yes	No

There have been outcomes/impacts/changes in the community around the objectives set:

Please specify briefly. (If you have documentation or evidence you can attach the relevant files to be considered in the evaluation of this application):

	Yes	No

Significant changes have been observed in the institutional life of the CHEI as of the development of these experiences:

Please specify briefly. (If you have documentation or evidence you can attach the relevant files to be considered in the evaluation of this application):

If desired, indicate other significant outcomes or impacts of the experience. (If you have documentation or evidence you can attach the relevant files to be considered in the evaluation of this application).

2.20. COMMUNICATION AND DISSEMINATION

If **the experience** has a presence in the internet, complete with the links:

Its own website or a sub-site
on the institutional website:

Facebook page:

Instagram:

Twitter:

YouTube:

Other media or digital
presence:

Briefly outline how the experience has been communicated inside and outside the institution. (If you have documentation, evidence of media coverage or pieces of communication about the experience, you may attach them for consideration in the evaluation of this application).

2.21. CLOSURE AND CELEBRATION

Has there been any formal closure or celebration activities at the end of the experience?

Yes

Who attended? Select all the items that apply:

Students   Local Church organisations

Faculty   Other regional or international Church institutions

Researchers   Companies, investment funds, for-profit organisations

Graduates/Doctoral/Post-doctoral   Students from other educational institutions

Non-teaching staff   Chancellors or faculty from other educational institutions

Government agencies, public institutions   Members of the benefitted community

International organisations   Others

Civil society organisations

Briefly describe what the celebration consisted of:

No

2.22. SOURCES OF FUNDS

Select all applicable experience development resources options:

CHEI budget

Chair or Faculty/School funds

Research funds or other competitive resources within the CHEI.

Research funds from outside the institution (national, regional, Erasmus, etc.).

Professors and/or student associations.

International, national or local cooperation institutions.

Government agencies

Civil society organisations

Religious bodies (e.g. Caritas o Archdiocese)

Businesses, companies, individual donors

Crowdfunding

Voluntary tasks of students, professors, or other participants

Others:

2.23. SAFETY AND HEALTH CARE MEASURES

Have there been specific measures taken in relation to the safety and health of faculty, staff and students for field trips during the development of the experience?

Yes

Please specify briefly. (If you have documentation –protocols, instructions, guidelines, etc.–, you may attach the relevant files for consideration in the evaluation of this application):

No

3. INSTITUTIONAL FRAMEWORK

3.1. INSTITUTIONAL POLICIES

(If the institution has a website or documentation on its engagement policies, you may attach it for consideration in the evaluation of this application).

CHEI policies that frame this type of experience are called:

None	Engaged research
Extension	Participatory action research
Outreach	Institutional mission and identity
Social projection	Campus ministry
Social engagement	Service-learning
Community engagement	Co-curricular service
Public engagement	Volunteering
University Social Responsibility	Others:

These policies have been established:

During the term of office of the current authorities

Less than 5 years ago with other authorities

5 to 10 years ago

More that 10 years

Don't know

Is the term "service-learning" commonly used in the institution?

Yes

If there is an institutional definition of the term, please specify:

No

3.2. ARTICULATION AMONG TEACHING, RESEARCH, SOCIAL ENGAGEMENT AND IDENTITY AND MISSION

The experience presented combines:

Teaching and social engagement

Teaching, research and social engagement

Teaching, social commitment and institutional identity and mission

Teaching, research, social engagement and institutional identity and mission

Does not articulate more than one institutional mission

Other:

You can explain where the articulation you indicated is evident and if you find positive results from it. (You may also attach documentation to be considered in the evaluation of this application).

3.3. EXPERIENCE APPRECIATION

For each of the following statements, please indicate your level of appreciation of the experience, with 1 being "do not agree at all" and 5 being "strongly agree":

	1	2	3	4	5

Contributes positively to the academic training of the students.

Contributes positively to students' preparation for professional life.

Contributes positively to developing attitudes of civic and social commitment in students.

Contributes positively to education in values.

Contributes positively to knowledge of reality outside the institution and to linking theory and practice.

Contributes to personal spiritual reflection in accordance with each student's beliefs.

Contributes to respectful dialogue and collaboration between persons with diverse religious beliefs and non-believers.

Contributes positively to intercultural dialogue and appreciation of cultural and social differences.

Contributes positively to the holistic education of students.

Is clearly linked to the Catholic identity of the institution.

Has an impact on public policies (social, educational, others).

4. MATERIALS ATTACHED

In this application form the items in which supporting documentation or evidence will be considered in the evaluation have been indicated. Please prepare your documentation according to these guidelines:

- Name the files with the item number. For example, if the file includes diagnostic instruments, write as the file name: 2.14. Diagnosis (2.14. is the item in this form that refers to this topic).
- Organise the files in a folder that is available through a link. (You can use tools such as Google Workspace/Drive, OneDrive, Dropbox, etc., or host them on the institutional website. If you have questions on this point, you can consult the frequently asked questions at: https://www.uniservitate.org/en/award-2022.
- Please include among the files the note of the endorsement requested in this form in item 6.Endorsement.
- Enable read permissions when accessing via the link.

Please make sure you share all the information necessary to access the materials.

Copy the link from your attachments folder:

5. END-USE OF THE FINANCIAL AWARD

IMPORTANT: The money received as an award must be used to strengthen this or another service-learning experience, and shall be accounted within one year of receiving the funds from *Uniservitate*.

Please specify, as clearly as possible, the specific use of these resources: *

E.g.: As the authority of the institution, I commit myself to use the resources of the Uniservitate *Award 2022 for...*

6. ENDORSEMENT

All content submitted on this form must be endorsed with the signature and stamp of the **highest authority of the academic unit** (Dean of the Faculty/School or equivalent, in the case of Universities, and Vice-Rector or Rector in the case of other Higher Education Institutions). In the case of projects with more than one responsible professor, the data and signature of at least one of them are required.

To submit the endorsement:

- Download or print the following document: LINK.

 - Fill in the requested information.

 - Add the signatures of the authority and professor and the institutional seal.

 - Save as *.pdf*.

 - Add the file in the attachments folder (See in this form item 4. Materials Attached).

---DETAILS OF THE SIGNING AUTHORITY ------

First and Last Name: *

Position: *

Institution: *

E-mail: *

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