Jefferson Public Citizens (JPC) aims to inspire students to act as engaged citizens through active community partnerships, research service projects, and scholarly reflection. JPC encourages and prepares students to work with local, national and international communities to effect positive change in the world.

**Deadline:**
Monday, December 3, 2012
12:00 PM (noon)

*Late or incomplete applications will NOT be accepted.*

Please submit one hard copy of your materials as a single package, in the following order:

**Checklist:**

- [ ] I. Cover Sheet
- [ ] II. Project Proposal
- [ ] III. Budget
- [ ] IV. Preliminary Work Plan
  - [ ] Insert your own formatted work plan here.
- [ ] V. Team Members
  - [ ] Insert copies of team member academic transcripts here.
- [ ] VI. Faculty Advisor
  - [ ] Insert copy of faculty advisor’s letter of recommendation here.
- [ ] VII. Community Partner
  - [ ] Insert copy of community partner organization endorsement letter here.
- [ ] VIII. Research Protocols (If applicable)
  - [ ] Insert ISO form here if project will be international.

**Delivery:**
Submit one copy of your application in a flat envelope with materials in the above order. Please do not fold, staple, or bind your submission in any way.

Office of University Community Partnerships
1st Floor Booker House
1709 University Avenue
Charlottesville, VA 22903

Direct any questions to Deirdre Davie at 434-982-2016 or ddavie@virginia.edu