

Each team participating in the *Dickinson College Civic Innovation Competition* must submit a clearly articulated Concept Paper during *Round 1* to be considered for semifinalist status and the prizes. Concept Papers do not need to present a fully articulated plan, but they should present an emerging or exploratory idea that is innovative and compelling.

Please read the Call for Proposals before developing the concept paper.

Basic Guidelines

The concept paper may not exceed three (3) single-spaced pages, inclusive of graphics, tables, and figures.

Required Concept Paper Components

I. Abstract: Provide a succinct overview of your concept and the issue it will address. The abstract should answer the what, how, and why of the proposal. Maximum 250 words.

II. Concept Title & Team Name

III. Description of the Specific Issue: What is the nature, scope, and scale of the issue your concept is intended to address. Why is it critical that we address this issue in the current moment? While data are not required, they can be useful in describing the scope and scale of the issue.

IV. Description of the Concept: How will your team address the specific issue highlighted in section III? Why do you think it will be effective? Is there any evidence (e.g., research or best practices) that this approach will be successful? Remember, this is a concept paper. Your idea might still need some work, but we want to understand what it is that you are proposing.

V. Concept Feasibility: How likely is it that you will be able to launch this concept this fall? Why? What barriers do you anticipate to your success? Are there additional resources or expertise you will need to complete the planning or implement the concept? How will you know if your concept has successfully addressed the issue you described in section III?

VI. Team Personnel (not included in page count): On a separate page in the document, provide the following information for each team member:

- a. First and Last Name
- b. Email Address
- c. Phone Number (optional)
- d. Youth/Adult Status (Youth Status=Less than 18 years old and/or enrolled in a secondary education institution)
- e. Residency--County/State of Primary Residence
- f. Dickinson College-Affiliation: Indicate if the member is a student, faculty, staff, and/or alumna/alumnus of Dickinson College.
- g. Finally, identify one team member as the primary contact person. And, if a Youth Division Team has an advisor/mentor, identify that person in the personnel roster.

Submission Instructions

Your team's concept paper should be sent as an email attachment to engage@dickinson.edu by the deadline (August 27th at 11:59pm). The concept paper should be a single file, preferably a PDF, using the following naming convention: [Team Name_Concept].pdf.

Evaluation Criteria and Next Steps

Concept papers will be evaluated by a panel of judges based on the following criteria:

- Feasibility
- Expected Outcomes and Alignment with Community Needs
- Creativity
- Effective Communication of the Concept

Based on the judging panel's evaluation of Concept Papers, the most promising teams will be invited to Round 2 of the competition as a Semifinalist.

Round 2 is the Civic Innovation Workshop, a virtual event to support teams as they expand and refine their concepts into fully developed solutions. At the workshop, teams will have access to experts and mentors who can assist in moving their projects to implementation. Teams will present their final projects at the conclusion of the workshop, and the prize winners will be announced later that evening. Each Semifinalist team will receive scores and written feedback from the judges.

The grand prize winner and select runners-up (at the discretion of the judges) will meet with Dickinson's Associate Provost to develop an implementation plan and to identify resources required to implement their proposals.

***If you have any questions about the competition or the concept paper,
please contact Dr. Gary Kirk at engage@dickinson.edu***