



## Partnering with JEP

USC students and student groups often approach JEP for assistance in developing new service programs. JEP staff is always happy to talk over well thought out ideas for building partnerships that truly address the issues impacting the local community while offering students the opportunity to engage in and learn from civic endeavors.

If you have a program idea, please submit a written description (which addresses the following questions) to:

The JEP House  
801 W. 34th Street  
Los Angeles, CA 90089-0471  
Attention: Partnership Proposal

or by e-mail to: [jephouse@usc.edu](mailto:jephouse@usc.edu)  
subject line: Partnership Proposal

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The following must be addressed in your proposal:

☀ **Contact information for you and your student organization**

☀ **Program name**

☀ **Program's purpose/mission**

- What is it that inspired you to create this program?
- What is the social issue that will be addressed by your program?
- Are there any other student groups or area non-profits that already deal with this population or issue? If there are, what makes your program different or better?
- Briefly describe logistically how your program would work.

☀ **Benefits for USC students**

- How will USC students benefit from this program?

☀ **Benefits to surrounding community**

- How many people will be impacted by your program?
- What specific group(s) will most benefit?

☀ **Long term sustainability**

- Describe potential funding & staffing sources other than JEP.
- What resources will this program require?

☀ **How would this program fit with JEP's mission?**

- It is important that you understand what it means to be a service-learning department and the nature of our work (service-learning as opposed to volunteering, internships etc...). Please refer to JEP's website: [www.usc.edu/jep](http://www.usc.edu/jep) for more information.

**You will receive an e-mail acknowledging that we have received your proposal with a time frame in which you can expect to hear back from us on our decision.**