

## CEE Idea Form

Name	HPA
Study Abroad Country	Cohort Year
Campus Coordinator's Signature	
Due Date: September 30	Date Signed

Please type all of the information for this form. Each team must submit one CEE Idea Form. The campus coordinator may digitally sign this form as well.

The Community Engagement Experience (CEE) focuses on the concept “Think Globally; Act Locally”. As a VIH awardee, you used your Heinz Programming Areas (HPAs) to focus yourself during your pre-departure preparation, for example, in developing goals as well as action plans to achieve these goals during your international experience. While you were abroad, you integrated yourselves into the culture of your host country and were exposed to new ideas as well as new ways to appreciate diversity and cultural differences. Through acquiring new skills(e.g., language and technical) as well as having new experiences, you should- in some way- be inspired. Upon your return home, you should brainstorm about how to apply these learnings locally through your CEE by working in a team.

All VIH awardees must complete their CEE by January 30. In order to accomplish this, you must meet with your CEE team at the Fall Retreat to discuss ideas for your CEE. There are several resources available on the CEE page of the VIH website to help to structure these conversations. The discussion should be focused on the following questions:

1. Which of the following general CEE templates will your team choose?(Select **one**.)

Fair

Film Festival

Cultural Workshop

Dance Performance

Panel/Roundtable & Speaker

Other

2. What is the best day and time that your team plans to meet on a weekly basis?
  
3. What need(s) in your community have you and your team identified?
  
4. Will you invite your campus coordinator to all of your meetings or will you email her a summary of each meeting? If your team chooses the latter, select one person in your group to provide weekly email updates to the Campus Coordinator.
  
5. In order to maintain organization and accountability, all CEE teams are encouraged to elect a team member to take meeting notes and email them to all members after each meeting. Emailing meeting notes to your Campus Coordinator is an easy way to keep her informed as well. Who on your team will take on this responsibility?

6. What tasks need to be completed? Construct a detailed timeline. Use the resources available on the CEE templates to help you do this.

7. What impact will you make?