



**State Center Community College Foundation**

**2010 – 2011 Mini-Grants**

**Proposal Application**

**Deadline: September 13, 2010**

All proposals must include the following information. Additional pages are not to exceed four pages.

Applicant/Contact Person:	
Campus:	
Department:	
Amount Requested:	
Campus Phone (with extension)	
Cell or Home Phone:	
Email Address:	
Title of Project:	

The proposal is aligned with the following area of the District Strategic Plan: (please check box that applies):

- |  |   |
|--|---|
| <input type="checkbox"/> Access and Awareness                | <input type="checkbox"/> Workforce Readiness and Communication          |
| <input type="checkbox"/> Excellence in Teaching and Learning | <input type="checkbox"/> System Effectiveness...Planning and Assessment |
| <input type="checkbox"/> Resource Development                |   |

Has this proposal been funded in the past by the Foundation? ☐ Yes ☐ No

- Your proposal needs to describe the proposed project.
- Please include the following objectives in your proposal:
  - Give three reasons how this project improves service/instruction for students.
  - How does the project impact the classroom experience or student development (i.e., how many students will be effected; how many books will be purchased, etc.)?
  - What other sources of support have been sought for this project (be specific)?
  - If you anticipate this being an ongoing project, how will it be funded in the future?
- Provide a detailed budget that includes projected dates for expenditures and other sources of funding:

Activity	Resources Needed	Cost	Mini-Grant Request	Obtained From Other Sources/Where
<b>TOTALS</b>				

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
President's/Vice Chancellor's/Designee's Signature

\_\_\_\_\_  
Date



**State Center Community College Foundation**  
**2010 – 2011 Mini-Grants**  
**Policies and Procedures**

The State Center Community College Foundation Board of Directors is pleased to offer Mini-Grants to faculty, staff, and management of the District's colleges and centers. Due to budget restraints, Mini-Grants will only be offered during the Fall semester.

**Policies and Procedures:**

Mini-Grants are being offered to support projects and programs that directly benefit students and classroom instruction. The State Center Community College Foundation is requesting proposals that have the most meaningful and efficient impact on educational programs and students, and are closely tied to the District Strategic Plan.

**Eligibility:**

All members of the faculty, staff, and management of the State Center Community College District are eligible to apply for Mini-Grants.

**Award Amounts:**

The maximum funding level for a proposal is \$500 and will be awarded this Fall. Mini-Grants awarded for the 2010-2011 school year must be expended or encumbered within the fiscal year (July 1, 2010 – June 30, 2011), or the funds will be forfeited.

**Application Procedure:**

Applicants must complete their proposal following the guidelines provided. A signature must be obtained from a campus President/Vice Chancellor or their designee to ensure that proposal applications demonstrate that support has been sought for the project through traditional funding sources, such as department budgets or special project funds, before applying to the Foundation.

Members from the Foundation Board and designees from the respective campuses will participate in the selection process. Awards will be announced during October.

**Deadline for Submission:**

***The deadline for acceptance of proposals has been set for September 13, 2010.***

Your proposal application is to be submitted to your College/Center President's/Vice Chancellor's Office.

**Questions?**

Please contact the Foundation if you have any questions:

State Center Community College Foundation  
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Email: [gurdeep.sihota@sccd.edu](mailto:gurdeep.sihota@sccd.edu)