

Grant Authorization Form

(For grants over \$10,000)

This form is required before a grant can be developed or written. It is not final authorization to submit a grant. It is to be completed:

1. For grants over \$10,000 or that impact multiple Deans/Directors (i.e. Institutional Research, IT, Facilities, etc.)
2. After informal discussions with the Grant Coordinator
3. Submitted to Grants Coordinator after approvals are given

Person Proposing Grant _____

Department Proposing Grant _____

Agency Grant Will Be Proposed To _____

Estimated Project Budget _____

Estimated Grant Amount _____

Due Date of Grant Application: _____

General Description of Grant, including relationship to Core Themes and current degrees/certifications.

Fiscal Impact

Grant Period: _____ to _____

For a multi-year grant, does the annual funding: ___ increase; ___ remain the same; ___ decrease?

Is Chemeketa required to assume program costs after grant is over? ___ Yes ___ No

Indirect or Administrative Costs allowed? ___ No ___ Yes (Percentage Allowed _____)

Does it require matching funds from the college? No _____ Yes _____ (extent: _____)

Other Information

List the departments/ programs that could be impacted (IT, IR, Marketing, etc).

Where will project be located? _____

What college equipment or facilities will be used?

What outside agencies/partners are involved? What is their level of commitment to the project?

Approvals Required:

Vice President _____

Director of Business Services _____

Impacted Departmental Deans/Directors _____
