

Grant Request Outline

Randolph Community College

Please provide the information requested in one to two pages. Sign, have your immediate supervisor sign and return to the Sr. Director of Resource Development who will review the information, request additional details if necessary, and secure the remaining signatures.

Project Title:

Project Initiator:

Phone Ext.:

Title/Department/Division:

E-mail:

Person Responsible for this Project, if Funded:

Amount to Be Requested: \$

Proposed Funding Source(s):

Proposal Due Date (if known):

How will project sustain itself financially after grant period?

Beginning/Ending Dates of Project:

Project Purpose (*How does it meet RCC's strategic priorities and goals?*)

Project Objective/Outcomes (*How will students benefit from this project? Give quantifiable outcomes*)

Project Abstract

Project Activities

Evaluation Plan

Signatures

Project Initiator

Date

Division Vice President

Date

Department Dean/Director

Date

VP of Adm Services

Date

President

Date