

Senate Grant Program
Guidelines and Criteria for Approval
2007-2008

The following criteria should guide the development of your Senate Grant Program Proposal. Please keep in mind the intent of the program and the ultimate benefit to our students.

1. **Application Abstract**—Present a concise summary of the proposal in less than 250 words (must not exceed one page).
2. **Identify Objectives**—Objectives should be numbered and stated in measurable terms (student learning outcomes in relation to Institutional Learning Outcomes). Explain how outcomes will primarily benefit students, and by extension, faculty and the college mission. Please be sure that your proposal **specifically** considers the funding source criteria.
3. **Expected Duration of Proposal**—Provide timeline and justification that would be required to meet objectives.
4. **Describe Procedures/Activities**—What are the procedures/activities that will be used to achieve identified objectives?
5. **Performance Outcomes—Budget**—Describe **in detail** the required budget to complete the proposal. The budget must be as complete and accurate as possible. *Please remember that there is a limited amount that can fund each proposal.*

*For grant proposals that are approved, some faculty will be asked to present a short presentation to the Senate, college community, and possibly to the funding source. **However, each faculty who receives grant money must submit a final written report within two weeks of completion of the program to the Academic Senate.***

Point Values

1. Application Abstract.....(15 points)_____points
2. Identify Objectives.....(30 points)_____points
3. Expected Duration/Timetable..... (10 points)_____points
4. Procedures/Activities..... (15 points)_____points
5. Performance Outcomes/Budget ... (30 points)_____points

(100 Total points)_____points awarded