Antelope Valley College
FOUNDATION

AVC FOUNDATION GRANT REQUEST – SPRING 2016

Application Deadline: March 11, 2016

Please submit this application to the Foundation Office, Administration Building 118 or e-mail to foundation@avc.edu.
- Incomplete applications and applications not meeting the criteria will not be reviewed.

- Grantees have six months in which to use funds; funds not expended by October 28, 2016 will be forfeited and returned to the AVC Fund.

APPLICANT INFORMATION

Applicant Name: _____   Title: _____

Department/Division: _____   Amount Requested: $ _____

Type of support: ☐ Programs ☐ Equipment ☐ Faculty Support ☐ Staff Support

INFORMATION TECHNOLOGY SERVICES (ITS)
Section to be completed by ITS Director for the support of ITS equipment/support only:

ITS Approval/Support: ☐ Yes ☐ No   ITS Notes: _____

ITS Director: _____   _____   _____
         (Print)   (Signature)   (Date)

ADMINISTRATOR'S SUPPORT
Please rate the overall support of this request:

Low Priority ☐ 1   ☐ 2   ☐ 3   ☐ 4   ☐ 5 High Priority

Supporting Administrator: _____   _____
              (Print)   (Title)

Supporting Administrator: _____   _____
              (Signature)   (Date)

GRANT REQUEST

1. Purpose of the Requested Funds: How the activity/equipment will support and enhance the mission of your instructional or student services area?

2. Description of how funds will be used: Equipment acquisition, speaker honorarium, transportation costs, etc. Attach supporting documents (vendor bid, purchasing department requisition, etc.).

3. Duration/Timeframe:

4. <u>Performance Outcomes:</u> Please describe who will be involved and who will benefit from these activities. How will success be measured?

5. <u>Budget:</u> Please provide a breakdown of budget. Please list any funds that have been secured and additional sources of funds available for this project.

6. <u>Stewardship</u>: Explain how you will acknowledge the Foundation's contribution, including marketing materials. If you're instructional/services area has recently benefited from the Foundation's mission in any way, let us know.