



GRANT INQUIRY FORM

Please complete this form and attach a one-page program/project description that states the scope and need for the project/program including how it supports the NVCC Strategic Plan and what NVCC resources may be required. Forward hard copies of these documents to Development/Grants Office Room K720 for approval at least one month before the white papers (if applicable)/grant proposal are/is due along with a hard copy of the grant guidelines or the request for proposal (RFP).

Name of person(s) preparing the grant: _____

Department: _____ Phone: _____ Email: _____

Date White Papers are due (if applicable): _____ Date Grant is due: _____

Name of funder: _____

Proposed name of program/project: _____

Amount Requested \$ _____ NVCC Match required? ___ Yes ___ No If yes, amount: \$ _____

Funding period for the grant: _____

The grant guidelines/RFP will state if applicant must be a 501 (c) (3). If required, please check Foundation

Grant submitted by _____ College _____ Foundation

If there is a collaborating agency, please list name _____

If collaborating what is the projected amount of funds to NVCC? \$ _____

Supervisor's Recommendation ___ Yes ___ No _____ Provisional (explain) _____

Comments: _____

Print Name _____ Date _____ Initial _____

Dean's Recommendation ___ Yes ___ No _____ Provisional (explain) _____

Comments: _____

Printed Name _____ Date _____ Initial _____

DEVELOPMENT OFFICE USE ONLY

Grants Committee Co-Chair: Mitch Holmes

Recommendation: ___ Yes ___ No _____ Provisional (explain) _____

Comments: _____

Print Name: _____ Date _____ Initial _____

Interim Dean of Administration: Dana Elm

Recommendation ___ Yes ___ No _____ Provisional (explain) _____

Comments: _____

Print Name _____ Date _____ Initial _____

President: Daisy Cocco De Filippis

Recommendation ___ Yes ___ No _____ Provisional (explain) _____

Comments: _____

Print Name _____ Date _____ Initial _____