

IMPERIAL COMMUNITY COLLEGE DISTRICT

Grant Application Notification

Upon your completion of this form, secure the signature of the President or area VP.

Submit a copy to Dawn Chun, (X6286), prior to grant development.

Name of grant: _____		Funding # _____	
Description of grant: _____			

Funding agency _____		Total amount: _____	IVC amount: _____
Date due: _____		Duration: _____	Term _____ to _____
Letter of Intent required ☐ Yes ☐ No		If Yes, Date due _____	
Lead writer: _____		Lead personnel for grant: _____	
IVC the fiscal agent: ☐ Yes ☐ No		If No, Who _____	
Indirect cost rate _____ %		# clients served _____	

Answer **Yes** or **No**, if Yes, provide as much information as available

1. Will this grant fund personnel? _____ If yes, Total # _____ Type _____

2. Does this grant require the program to be sustained after the grant is over? _____

If yes, To what level _____ Expectations: _____

3. Is there a match requirement? _____ Cash _____ Other _____

If yes, please explain: _____

4. Are there any off campus partners? _____ If yes, who _____

Responsibilities: _____

If the answer to any question (1-4) is "NO", proceed to develop grant narrative, budget, etc. If any answer is "Yes", you will be contacted when this notification is approved by the grant committee or the President/designee.

Person submitting form: **Name** _____ **Ext** _____ **Date:** _____

Signature of President/VP: _____ **Date:** _____

Disclaimer: Imperial Community College District (rather than individuals or departments) is the legal recipient of grants and contracts. Equipment purchases from grant or contract funds become the property of Imperial Community College District unless otherwise agreed upon.

Received in GAO by: _____ Date: _____

10/28/09 grant application notification