

Massasoit Community College

Grant Approval Request Form

Please complete this form if you intend to develop a grant proposal.
Submit completed form with first two signatures to Mary Harris, Director of Grants.

Your name: _____ Tel.#: _____

Department: _____

Project title: _____

Population to be served: _____

Need for this project: _____

Start date: _____

Goals: _____

Proposed activities and location: _____

Expected outcomes: _____

Total estimated budget:
(grant funds + other sources) _____

Which of the following college priorities will this project support?

- Strategic Priority 1: Student Success
- Strategic Priority 2: Diversity and Inclusion
- Strategic Priority 3: Workforce Development and Community Engagement
- Strategic Priority 4: Fundraising and Alumni Relations
- Strategic Priority 5: Sustainability
- Strategic Priority 6: Institutional Effectiveness and Continual Improvement
- Strategic Priority 7: College Expansion

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Have you identified a funding source?

No, I am requesting assistance from the Grants Department.

Please sign below indicating that you have discussed this project with your supervisor and obtained approval to proceed. Submit the completed form with the first two signatures to Mary Harris, Director of Grants.

_____	_____
<i>Your Signature</i>	<i>Date</i>
_____	_____
<i>Supervisor's Signature</i>	<i>Date</i>
_____	_____
<i>Director of Grants' Signature</i>	<i>Date</i>
_____	_____
<i>Vice President's Signature</i>	<i>Date</i>

Yes

_____		_____
<i>Grant Program/Funder</i>		<i>Proposal Due date</i>
▪ Grant amount	\$ _____	
▪ Is a cash match required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how much? _____
▪ Is an in-kind match required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how much? _____
▪ Does the funder require the college to sustain the project?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

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_____	_____
<i>Your Signature</i>	<i>Date</i>
_____	_____
<i>Supervisor's Signature</i>	<i>Date</i>
_____	_____
<i>Director of Grants' Signature</i>	<i>Date</i>
_____	_____
<i>Vice President's Signature</i>	<i>Date</i>
_____	_____
<i>President's Signature</i>	<i>Date</i>