

This form is to be completed by faculty or staff who wish to apply for external funding. Please complete as much of the form as possible, obtain your supervisor's signature and email this form to the [Grants Coordinator](#).

Grant Information

Date: _____

Name of Person Seeking Funding: _____ Title: _____ Phone: _____

Department Applying: _____ Email: _____ Campus: _____

Project Director/Principal Investigator: _____

Funding Source: _____ If other, please list: _____

Name of Sponsor/Funder & Title of Grant Program: _____
Example: National Science Foundation – Cyberlearning and Future Learning Technologies – Integration

Link to Grant Request for Proposal/NOFO/Solicitation: _____

Submission Deadline: _____ Anticipated Project Period: From _____ To _____

List other WVC departments involved: _____ List proposed partners: _____

Does your project require/include Human Subjects and/or IRB approval? Yes No

Proposed Project Title: _____

Total Amount Requested: _____ Cost Share/Match required: Yes No If yes, how much? _____

Matching Funds Request form needs to be submitted a month before due date.

Please indicate what the funds will be used for (check all that apply):

- | | | | |
|---------------------------------------|---|----------------------------|------------------|
| Salaries or New Staff | Release Time | Professional Dev./Training | Student Stipends |
| Technology <i>(approval required)</i> | Travel | Course/Curriculum Dev. | Supplies |
| Consultant/Sub-Contract | Equipment/Construction <i>(approval required)</i> | | |

Please Describe Project Below and How It Aligns with WVC's Strategic Plan. If Needed, Please Attach Additional Pages.

Approval Signatures

Direct Supervisor: _____ Date: _____

Dean: _____ Date: _____

Vice-President: _____ Date: _____

Office Use Only

Grants Coordinator: _____ Date: _____

Financial Office: _____ Date: _____

Foundation and Corporate grant proposals are coordinated by WVC Foundation staff.
Please note that grant applications may only be submitted after successful completion of the Request to Submit for External Funding form.