

Social Cultural Committee Grant

Who can apply?

- Student Clubs and Organizations
- Academic Departments
- Members of the College Community

Steps to Qualify

You must:

- Be a member of the Jefferson Community College Community
- Open the program to all students
- Complete the grant application
- Submit the application at least one month prior to the event

Completed Applications

Submit completed applications to the Social Cultural Committee Chair, Julie Roy, Rm 2-123. The Chair will review the application and forward to the SCC Committee for assessment. The grant requestor may be invited to a committee meeting to defend the application or be asked for additional clarification.

Awarded Grants

The committee chair will notify the grant requester of the outcome of the grant application. The Assistant Director of Student Activities will send in the check request/invoices. All invoices must be turned into the Assistant Director of Student Activities in a timely manner.

Denied Grants

Grant requestor will be notified by the committee chair within five days of the committee decision. Reason for the denial will be outlined. A second review of the application may be requested.

The Social Cultural Committee reserves the right to raise or lower the amount awarded. The committee also reserves the right to deny funding for any reason including:

- Incomplete Application
- Conflicts with another college program
- Timeliness of application
- Scope of Audience
- Amount requested
- False information
- Inability to address personal and social growth

Qualifiers

9. Indicate which groups to which the program is open:

Student	_____ Yes	_____ No
Faculty/Staff	_____ Yes	_____ No
Community Members	_____ Yes	_____ No

10. How many people do you expect to attend: _____

Please indicate the goals that most apply to this event; rank them in order of importance.

1 =Most Important 5 = Least Important

- _____ Personal, Physical, Spiritual Wellness
- _____ Diversity
- _____ Life Skills
- _____ Ecological Awareness
- _____ Intellectual/Creative Wellness
- _____ Commitment to Community

Today's Date: _____

Signature: _____

Itemized Budget

Expenses

1. A social Cultural Committee Grant is intended to pay for real costs associated with presenting a program.

Acceptable expenses include

- | | |
|-----------------------|--------------|
| Honorarium/Contract | Travel |
| Food/Lodging | Speakers Fee |
| Advertising/Publicity | Printing |

Unacceptable expenses include

Compensating individuals for their time in planning the program

2. Briefly describe the method(s) of advertising you plan to use for this program

On Campus

Off Campus

Itemized Expenses

Honorariums/Contact	_____
Lodging	_____
Food	_____
Transportation/Travel	_____
Publicity/Advertising	_____
Printing	_____
Other	_____
Total	_____
Subtract contributions	_____
Total Amount Requested	_____

Have you asked for funding from other sources (i.e. club funds, FSA, JCC foundation, departmental budgets, etc.)

If yes, please list funding source and amount:

_____	\$ _____
_____	\$ _____
_____	\$ _____