



JEFFERSON COMMUNITY COLLEGE FOUNDATION MINI-GRANT PROGRAM

The Jefferson Community College Foundation is a not-for-profit educational corporation established to provide support to Jefferson Community College and its students. Its purposes include: to disburse funds for the advancement of the educational and cultural activities of JCC; to assist the College in providing educational opportunities to all qualified individuals; to provide financial support to the students, faculty and staff of the College to the extent that it is consistent with the educational activities and goals of the College, and to make grants for educational purposes to the College or to exempt organizations associated with the College.

Guidelines for grant requests are as follows:

1. Proposals must be typed or printed and submitted on a Foundation Grant Request Form.
2. Requests must be for projects not fundable through the current College budget. A project budget must be provided. This budget should outline anticipated expenses, as well as anticipated income from other sources, if applicable.
3. The Foundation will review the requests and make funding recommendations to the Foundation board.
4. Grants requests will be considered on a “rolling basis” while funds are available.

Proposals should be consistent with Foundation purposes, as described in the first paragraph above. Priority will be given to grant requests which are of lasting benefit to a significant number of people.

JCC Foundation Grant Request Form

Organization/individual requesting grant:

Contact Person:

Phone Number:

Date:

Date Money is Needed:

Number of people who will benefit if project is funded:

Amount Requested:

Narrative: Please attach a narrative describing the project and explaining how it is consistent with the educational activities and goals of the College; how it advances the College's educational or cultural activities; and/or how it assists in the provision of educational opportunities to all qualified individuals.

Budget:

Total estimated project cost:

List Anticipated Expenses:

List Anticipated Revenues:

Signature: _____ **Date:** _____

Reviewed and approved by appropriate AVP on _____ (date).

Signature of AVP: _____

Submit completed form to the College Development/JCC Foundation Office, Room 1-100, in the Administration Building. For Further information, call 786-2291.