

GRANT PROPOSAL FORM

Signature Routing

Director of Grants
 Dean
 VP
 Cabinet Sign-off

Proposal Date:				
Submission Due Date:				
Grant Title:				Term of Grant: (date to /from)
Federal/State/Local Funding:				Source of Funds:
Administrator/Dean:				RFA Specification No.
Project Director and/or Coordinator:				
Lead Faculty:				
	Grant Dollars Amount	Admin. Fee (Indirect)	In-Kind Contribution	Cash Match
Shasta College				
Collaborative Partners				
TOTAL GRANT DOLLARS:				

Grant Overview as it pertains to the College Strategic Plan:

APPROVALS - SIGNATURES	BUDGET SUMMARY										
DIRECTOR OF GRANTS: ADMINISTRATOR/DEAN: VICE PRESIDENT:	List items that impact the Shasta College Budget. Please list specific details (i.e. match- stipends @ \$1,000 x 2, names of faculty): <div style="text-align: center;">Budget Summary Per Category (from Worksheet)</div> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Salaries & Benefits (1000, 2000, 3000)</td> <td></td> </tr> <tr> <td>Supplies & Materials (4000)</td> <td></td> </tr> <tr> <td>Operating Expenses (5000)</td> <td></td> </tr> <tr> <td>Capital Outlay/Equipment (6000)</td> <td></td> </tr> <tr> <td style="text-align: center;">TOTAL BUDGET:</td> <td></td> </tr> </table>	Salaries & Benefits (1000, 2000, 3000)		Supplies & Materials (4000)		Operating Expenses (5000)		Capital Outlay/Equipment (6000)		TOTAL BUDGET:	
Salaries & Benefits (1000, 2000, 3000)											
Supplies & Materials (4000)											
Operating Expenses (5000)											
Capital Outlay/Equipment (6000)											
TOTAL BUDGET:											
CABINET APPROVAL SIGNATURES REQUIRED											
Approved: [] Yes [] No Signature Vice President of Administrative Services Date: Signature Superintendent/President Date:											

District Budget Development Worksheet

Expenditure Object Code	Description	Category Total	
<u>DIRECT COSTS:</u>			
1000	Academic Salaries	\$	
2000	Classified Salaries	\$	
3000	Employee Benefits	\$	
4000	Supplies & Materials	\$	Note: Any single item exceeding \$500 should be listed in 6000.
5000	Operating Expenses	\$	
6000	Capital Outlay/Equipment	\$	
7000	Student Financial Aid	\$	
TOTAL DIRECT COSTS			\$
<u>INDIRECT COSTS:</u>			
7701	Indirect Cost @	%	\$
TOTAL INDIRECT COSTS			\$
TOTAL DISTRICT COSTS			\$
<u>TOTAL IN-KIND</u>	See detail below		\$
<u>TOTAL CASH MATCH</u>	See detail below		\$
TOTAL BUDGET			\$

District In-Kind and/or Cash Match Sources	and/or Partner(s) In-Kind and/or Cash Match Sources	In-Kind	Cash Match

*** After Cabinet approval, form returned to appropriate Vice President for inclusion on next board agenda.