



Application for WVNCC Foundation Grant Funds

Guidelines:

1. WVNCC Foundation Grants are available to all faculty, staff and administration of WVNCC.
2. To be eligible for a grant, applicants must propose an innovative and/or creative project that will enrich and enhance student learning beyond the scope of normal required school expenditures and the required course of study.
3. Applications are considered twice during each school year. Applications are due on July 15 and January 15.
4. Funds must be used within one year from when the grant is awarded or it will be voided.
5. Documentation of expenses must be submitted to the Foundation. All materials acquired through Foundation grants become the property of WVNCC.
6. Grant recipients will be expected to provide the Foundation with a written report about their project and other appropriate documentation within one year of the receipt of funds.
7. Each application will be reviewed by the VP of Academic Affairs.
8. Applications should be typed or neatly printed. They are also available online.

Name of Grant _____ Date _____

Name of Applicant(s): _____ Phone: _____

E-mail: _____ Dept. _____

Grant Amount Requested: \$ _____

Length/Duration of Project: _____

Please explain why this project cannot be funded by the College:

1. State the major objectives of the project.

2. Describe the project. What will you be able to do that you cannot do now with existing resources?

3. Explain how the project will enhance teaching, learning or support WVNCC.

4. Approximately how many people will directly benefit from the project this year?

5. Briefly describe the budget items and their estimated cost. If possible, include photocopies of equipment and educational materials that will be purchased. (Keep in mind that Foundation funds cannot be used for teacher salaries). **Please clearly indicate whether the budget includes personal compensation and how much.**

Expenditure: Estimated Amount:

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6. Have you applied for funding for this project from any other sources? If so, please list and describe.

7. How will the project be evaluated?

Applicant's signature: _____

Date: _____

**Return to:
Rana Spurlock
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B&O Building, Rm. 122
Wheeling, WV 26003
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