

# SAN DIEGO MESA COLLEGE

## Funding Opportunity Review Step 1 – Intent to Apply

- 1- Complete this form; attach RFP
- 2- Get signatures (Dean, VP)
- 3- Submit signed form to Director of Resource Development to present to Exec Team  
(A111, [kstellmacher@sdccd.edu](mailto:kstellmacher@sdccd.edu)) – Submit by **Tuesday** for review at following Monday Meeting

### ***Requestor Contact***

Name: \_\_\_\_\_ Department: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### ***Grant Information***

Lead applicant: \_\_\_\_\_  
Funder name: \_\_\_\_\_ Application Due Date: \_\_\_\_\_  
Grant period/term: \_\_\_\_\_ to \_\_\_\_\_ Grant Writer Needed:  Yes  No  
Link to Funder Website: \_\_\_\_\_  
Link to RFP (or attach): \_\_\_\_\_

### ***Dollar Amounts***

Grant amount possible: \$ \_\_\_\_\_ Amount Requesting: \$ \_\_\_\_\_

Match required:  Yes  No

If yes, describe requirements: \_\_\_\_\_

Other related resources:

What other funding – current or pending – is supporting this activity?

Why is this funding needed (what gap does it fill)?

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## *Project*

Brand new project:  Yes  No

What other activity/ies is this related to?

What partnership(s) does this involve?

Brief description of proposed project:

Any pending questions/additional information:

### ***Signatures:***

Requestor: \_\_\_\_\_

Date: \_\_\_\_\_

Dean: \_\_\_\_\_

Date: \_\_\_\_\_

Vice President: \_\_\_\_\_

Date: \_\_\_\_\_