



WCC Mixson Enhancement for Excellence Award Application 2016-2017

General Information

Applicant: _____ **Date:** _____

Applicant Signature: _____

Email: _____ **Telephone:** _____

Project Title: _____

Supervising Dean's Signature _____

Application Requirements

- All applications must use this completed form as the cover page.
- Complete the Foundation's application budget page and attach to your application.
- Please include any supplemental materials (brochures, letters of support, etc.)
- A summary of the grant request (250 words or less)
- Using no more than five, 8½ x 11 single-sided sheets of paper, please tell us about your proposal. Be sure to include the following, and label the information in your narrative:
 - a) The purpose of your request
 - b) A definition of the need, including how the need has been determined
 - c) The targeted population (if submitting for travel, discuss what groups will benefit)
 - d) A description of the project
 - e) Your expected results
 - f) Your timetable and process for achieving results
 - g) How you will evaluate the success of your proposal

Type of grant requested

Project/Program _____ **Honorarium** _____ **Travel** _____

Equipment _____ **Other** _____

Financial information

Time period of your project: From _____ to _____ **Date when funds will be needed:** _____

Total project cost \$ _____ **Innovation grant requested** \$ _____ (Not to exceed \$1,500)

Other funding sources

Submit two copies of the completed application. Mail by inter-office, addressed to the Foundation - Grants Program, email to tbrooks@wallace.edu or dropped off by September 21, 2016. The Foundation office is located in the Center for Economic and Workforce Development.

Questions? You may find your answer on our website at <http://www.wallace.edu/foundations>. If not, call the Foundation office at 334-556-2626, or email tbrooks@wallace.edu.



WCCD Mixson Enhancement for Excellence Application

Budget Page

2016-2017

Applicant: _____ Date: _____

Project Title: _____

Project Revenue:

_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
	TOTAL	\$ _____

Project Expenses:

_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
	TOTAL	\$ _____

How will the dollars specifically be used?

Signature _____ Print Name Here _____
Title _____