



## Cañada College Grants

### Criteria for Decision Making and Intent to Apply Form

#### Instructions

1. Prior to applying for any grant, faculty and staff must consult with the Dean (or other administrative supervisor) at least 2 months prior to a grant deadline to obtain approval for developing a proposal.
2. The Dean will complete the Criteria for Decision Making section of this Form, along with the potential applicant to make a decision.
3. If the Dean decides to approve developing a proposal, then complete the Intent to Apply form on page 2 and submit to the following entities to provide notice of intent to apply: a) President's Cabinet, b) Planning and Budgeting Council, and c) College Business Office which is responsible for informing the District Office Grants Analyst.

Program or Project Name: MESA Division/Department: Science & Technology  
 Applicant Name: Cathy Lipe Date: 04/02/2017

#### Part 1 of 2: Criteria for Decision Making

#### Decision Factors

If NO is checked for items 1-5, then your project is ineligible.

	Yes	No	Somewhat
1. Does your project align with the College Mission, Vision, Program Review, Education Master Plan goals and objectives?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is there adequate time to effectively prepare and apply by the deadline?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Have you identified a funder?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Will the grant pay for a project director, or is there someone else available and authorized to commit the time required to serve as project director?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are other College resources identified and available to support the project, such as required matching funds, space, facilities, technology?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Will the project require you hire additional personnel?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Does the funder require institutionalization of the project beyond the funding period?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Are the post-award requirements (reporting, monitoring) reasonable given staffing and other resources of the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Is there a strong project team (including internal and external partners) in terms of experience, commitment to the project and working relationships with each other?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Have you consulted with Planning, Research, Institutional Effectiveness unit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Have you consulted other units? e.g. Professional Learning, Counseling?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Does the funder allow indirect? If there is a cap, please specify <u>\$75,000 / 0%</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Will the project require that the College issue subawards? If so, about how many <u>zero</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14. Does the College have any history with the funding agency?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Have you reviewed District Board Policy 6.30 Externally Funded Special Projects and Programs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### Dean's Recommendation

- Pursue project and develop proposal  
 Do not pursue at this time

Dean (or other Administrative Supervisor) Signature [Signature] Date 4/10/17

## Part 2 of 2: Intent to Apply

### I. Applicant Information

Name:  Division/Department:   
Email:  Phone:   
Lead Organization if not Cañada College:   
Other possible partners (internal or external):

Describe below the proposed activities of the grant and how the activities align with the College's Mission, Vision, Program Review, Education Master Plan goals and strategic initiatives. Include needs addressed, intended populations, expected impacts.

Target student population aligns with Canada Equity Plan - financially-disadvantaged and educationally-disadvantaged students who are interested in pursuing a plan to transfer to a 4-year university as a science, technology, engineering/computer science, or math (STEM) major.  
The overall objective is to support students to:

- build a strong foundation in math and gain academic group study skills to succeed in math, science and engineering courses,
- secure financial resources to pay for college - at Canada and when they transfer to a 4-year university,
- learn about transfer process, 4-year university options and careers for STEM majors and
- gain initial paid research or work experience in a STEM field.

### II. Grant Information

Funding Agency:  Link to Agency Website:   
Grant Solicitation Title:  Link to Solicitations:   
Grant opportunity number:  CFDA number:   
Grant Submission Due Date:  Grant Period (start/end date):   
Grant Submission requirements, special instructions (e.g. online, copies, etc):

### III. Budget and Resource Information

Average Award Amount:   
Indirect Cost % (Federal Rate):   
Matching Costs Required: No  Yes  If yes, provide amount:  Describe source below:  
  
Describe other resources that will be needed, e.g. facilities, technology, equipment:

### IV. Signature

Dean (or other Administrative Supervisor) Signature:  Date:

### V. Next Steps

If you have reached a decision to develop a proposal, submit the **Grants Criteria and Intent to Apply Form** to 1) College President's Office, 2) Planning and Budgeting Council, and 3) College Business Office that is responsible for informing the District Office Grants Analyst.