



El Camino Community College District Approval Form for Grant Funded Projects

Please complete this form if you are seeking grant funds for your project or you wish to partner with an outside organization on a grant funded project. After completing the form, obtain approval signatures from your department's dean and area vice president before submitting it to the grants office.

Your Name:

Division:

Department:

Job Title:

Email:

Project Description: (add additional sheet if necessary)

Does this project support the mission of El Camino College? YES NO

"El Camino College makes a positive difference in people's lives. It provides quality educational programs and services that promote student learning and success in diverse communities."

Which strategic initiative(s) does this project support?

Strategic Initiative A - Student Learning: Support student learning using a variety of effective instructional methods, educational technologies, and college resources.

Strategic Initiative B - Student Success & Support: Strengthen quality educational and support services to promote and empower student learning, success, and self-advocacy.

Strategic Initiative C - Collaboration: Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

Strategic Initiative D - Community Responsiveness: Develop and enhance partnerships with schools, colleges, universities, businesses, and community-based organizations to respond to the educational, workforce training, and economic development needs of the community.

Strategic Initiative E - Institutional Effectiveness: Strengthen processes, programs, and services through the effective and efficient use of assessment, program review, planning and resource allocation.

Strategic Initiative F - Modernization: Modernize infrastructure and technological resources to facilitate a positive learning and working environment.



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What benefit does this project provide to the students, the college and/or the community?

Does this project require specific space or facilities consideration? YES NO
If yes, describe facility needs:

Does this project require hiring additional staff or faculty? YES NO
If yes, list position/title and classification:

Project Management:

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Research:

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K]` h`Y`dfc^YVMA]fYei]fY`Vc]bg]XYfUV`Y`XUH]`fYdcf]h]b[` fY`[`Vc` \cfh`h`UW]b[ž`Ubbi U`dfc[fYgg`fYdcf]h]g`UbX`#cf` YES NO

g] fj Yng]3` If yes, funding for research and data collection should be budgeted.



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Grant Information:

Project Title: _____

e.g. Dept of Education, National Science Foundation, Chancellor's Office

Requesting Department: _____

Requesting Department Head Name: _____

Requesting Department Head Title: _____

Requesting Department Head Email: _____

If not ECC, what will the contracted amount to ECC be?

Contracted Amount: _____

Contracted Amount to ECC: _____

For Federal Grants, did you verify the amount with the appropriate federal agency? (Yes/No)

Is the project budgeted in the department's budget? YES NO

Is the project budgeted in the department's budget? YES NO

Is the project budgeted in the department's budget? YES NO

APPROVAL

Requesting Department Head Approval to Proceed with Grant Proposal

Vice President Approval to Proceed with Grant Proposal

Signature

Date

Signature

Date

Print Name

Print Name

Send approved form to:

Bobby Becka (800) 800-8000

El Camino College Business Training Center
13430 Hawthorne Blvd.
Hawthorne, CA 90250

For help completing this form, contact:

Jenny Hutcherson, Project Specialist
jhutcherson@elcamino.edu 310 973-3100

or
Bobby Becka, Director (800) 800-8000