

NOTICE OF INTENT TO APPLY

Funding Source's Due Date: _____

Proposal No: _____

Proposal Initiator(s)	Office Phone No.	School or Office

Contact proposal initiator(s) listed above if additional information is needed or proposed project cannot be approved as described.

1. Brief description of project, including benefit to Middle Georgia State College (may attach a separate sheet if necessary):

2. Estimated time period for proposed project:

Begin: _____ End: _____

3. Estimated grant request: _____

4. Middle Georgia State College's obligation to continue the project after the proposed grant ends (check all that apply):

- The project will continue, but at no cost to the College. (Describe below.)
- The project is eligible for a second grant from the same source.
- Continuing the project is optional.
- Some type of plan for continuing the project is required, and Middle Georgia State College may/will have to provide funds. (Provide details below.)

5. Will this project involve a cooperative effort between Middle Georgia State College and any other college or organization?

- Yes - describe relationship below
- No

6. Have any potential funding sources been identified?

- Yes - list below
- No

7. Is the funding source identified a private foundation with a local affiliation in the community?

- Yes - identify affiliation below
- No

8. Is any local match required?

Yes (answer question #9)

No (Skip to question #10)

9. How much of the match must be cash and how much must be in-kind services? (i.e. use of space, equipment, clerical time)? If any cash match is required, what do you propose as the source of cash?

10. Do the guidelines allow for indirect costs?

Yes - describe: _____

No

Don't know

11. Describe any existing space, equipment, personnel, supplies, etc. which will be needed to support the project. How much will be paid for by the grant?

12. Will new personnel be necessary?

Yes (answer question #13)

No (Skip to question #14)

13. Describe new personnel, estimated salaries, office space, equipment, and supplies, etc. required. How much will be paid for by the grant?

14. Who will be responsible for the administration of the project? _____

The undersigned have read and approve of the proposal's concept, except as noted in comments (attached).

Proposal Initiator Date

Chief Development Officer (if private) Date

Immediate Supervisor Date

Vice President for Academic Affairs Date

Dean of School, if applicable Date

Vice President for Fiscal Affairs Date

Contracts & Grants Director Date

President Date

(Return this Notice of Intent to Apply to the Contracts & Grants Manager for notifications)

REVIEWER COMMENTS

Immediate Supervisor:

Dean of School:

Contracts & Grants Director:

Chief Development Officer (if private):

Vice President for Academic Affairs:

Vice President for Fiscal Affairs:

President: