



Grant Initiation

Complete this form for each potential grant-funded project and/or for each new proposal you are submitting to any funder. For more information about the grants application process, please see: <http://dacc.nmsu.edu/business-office/grants/> or <http://daccsharepoint.nmsu.edu/GT/default.aspx>

Contact & Project Information

Name (Applicant): _____

Department: _____

Email: _____ Phone: _____

Level of Support Requested

Please tell us what support you will need in preparing your proposal (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Consultation (planning/application process) | <input type="checkbox"/> Proposal editing/proofing |
| <input type="checkbox"/> Grant team development | <input type="checkbox"/> Help with constructing your budget |
| <input type="checkbox"/> Proposal development | <input type="checkbox"/> Other (please specify): _____ |

Grant information

Date: _____

Funder: _____

Grant Team/RFP Title: _____

Principal Investigator (if known): _____

Amount of Funding: _____

Start Date: _____ End Date: _____

Brief Description of the Project/Concept:

150 word limit

Describe how this project integrates with DACC's Strategic Plan, and/or other planning documents and brings value to the College: **150 word limit**

Include the Request for Proposal (RFP) link below:

Applicant Date

Division Dean over relevant area Date

Chief Financial Officer Date

Vice President of Student Services (if applicable) Date

Vice President of Academic Affairs (if applicable) Date

Vice President of External Relations (if applicable) Date

DACC President Date

Email this form to: Nancy Tinajero, Accountant, ntinajero@dacc.nmsu.edu DASH 114D, 528-7213
Copy: Kristi Martin, Development Officer, kmartin@dacc.nmsu.edu DAEM 212C, 528.7059