



Date \_\_\_\_\_ Total Amount Requested \_\_\_\_\_

Project description/title \_\_\_\_\_

Lead student name \_\_\_\_\_ Class year \_\_\_\_\_

Email address \_\_\_\_\_ Phone number \_\_\_\_\_

Other student(s) involved \_\_\_\_\_

Faculty/Staff *project advisor* \_\_\_\_\_

**Instructions:** Please address each of the following questions in a typed document using this form as a cover sheet (above portion can be handwritten). Also provide an abstract for your proposed project on a separate page.

1. Describe the campus need or issue that your project addresses.
2. Describe your solution to this need or issue.
3. How does your project tie into GMC's [Sustainability 2020 Strategic Plan](#)? Describe a connection between your project and at least one initiative outlined in the plan. (i.e. My project relates to initiative 1C: "Deepen student and employee engagement in the college's endeavors to promote innovation and retention" because...) We will be more likely to fund your project if you connect it to several initiatives in the Strategic Plan.
4. Who will be implementing this project? Will you be hiring outside help or expertise?
5. What material resources will you be using/purchasing? Where are they from? Give a detailed and specific project budget. Include costs for materials, labor, future maintenance, and (if applicable) anticipated savings.
6. Give a realistic timeline of your project, including future maintenance requirements.
7. How will you measure the project's success? What evidence will you provide of the successful completion of the project?

Lead Student Signature \_\_\_\_\_

Project Advisor Signature \_\_\_\_\_

- ❖ Please attach any additional information/research/letters of recommendation.
- ❖ If approved, it is your responsibility to turn in a check request form to the SCGF treasurer by the midterm of the following semester. Funding may be **denied** if check requests are not submitted in a timely manner.