

Nashville State Community College Faculty/Staff Grants Policy

Purpose

The Faculty/Staff Grant Program represents a partnership between the Nashville State Community College Foundation and Nashville State Community College that will allow for improved student learning through classroom initiatives, professional development, program development, travel, or other related purposes.

Grant Funding

The funding source for this grant program will be through funds raised by the Nashville State Community College Foundation during the course of the Annual Fund campaign. During each fiscal year of the campaign, 25% of the proceeds received by the Foundation that are designated as unrestricted gifts (“Area of Greatest Need”) will fund the Faculty/Staff Grant Program, with a maximum amount of \$25,000 being contributed annually. Gifts designated by donors for specific funds such as named scholarships, endowments, or specific projects will not be part of this program’s funding formula.

Eligibility Guidelines

Faculty/staff members must meet the following conditions for eligibility:

- Have at least one year of full-time service at Nashville State
- Hold full-time status
- Submit a completed application and proposal

Note: Coursework counting toward a degree is not applicable as a grant experience.

Faculty/Staff Reporting Responsibility

The grant is established on the premise that the project will have a defining impact on student learning. The selected candidate(s) must prepare a short report relating how the enrichment experience affected student learning at Nashville State Community College. The report must be submitted to the Foundation Executive Committee or other appointees of the Foundation no later than one year beyond the period of the award and address the following areas:

- Summary of major accomplishments or outcomes experienced by students
- Number of students actually helped
- Personal/professional achievement(s) derived from the project
- Limitations or Recommendations

Application and Award Procedures

1. Submit a completed application form and proposal to Foundation office.
2. Do not request more than the maximum of \$2,500.00.
3. The proposal should be a maximum of two double-spaced pages including:
 - a. Project description
 - b. Duration of the project
 - c. Project objectives and activities
 - d. Projected expenses
4. Submit the proposal by announced due date (committee typically meets 2-3 weeks after the start of each semester)
5. A committee consisting of representatives of each of the College Assemblies, the Dean of Student Learning, and the Chief Academic Officer (who will serve as Grants Committee Chair) will make the awards based upon benefits to student learning.

Nashville State Community College Foundation
Faculty/Staff Grant Application

Name _____ Department _____

Rank or Position _____

Date of first full-time employment at Nashville State _____

How many students do you anticipate will be helped by this grant? _____

1. Describe the intent/purpose of the proposal _____

2. What benefits to student learning or other outcomes will result from this grant? _____

3. What is the duration of the grant? _____

Award Amount Requested _____ Semester/Year _____

***** Return completed application to NSCC Foundation H-120 *****

Approval

Grant Committee Chair _____

Foundation Executive Director _____