Hood College Grants Authorization Form

For anyone submitting a grant to any external funders, please submit the following completed form to Carol Kolmerten, Academic Grants Officer, at least four weeks before you apply for a grant.

1. Name:
2. Department:
3. Office telephone and/or email:
4. Grant Subject:
5. Grant submission deadline and grantor:
6. Amount requested:
7. Date grantor notifies applicants of decisions:

Does this grant need an institutional signature? If so please answer # 8-11

8. To what federal or state agency or foundation are you applying?
9. Does this grant need to be submitted through grants.gov? If so, please let the Academic Grants Officer know at least six weeks before the grant is due.
10. Does this grant have any matching requirement? If yes, what are your sources for the match?
11. Does this proposal necessitate your purchasing any equipment? For equipment costing more than $5,000, you will need to read a copy of the Hood College Procurement Policy and obtain at least three bids. If the equipment you are purchasing has any annual maintenance and/or operating costs, please list them here.

Signatures

Faculty member: ________________________________
Department chair: ______________________________
Academic Grants Officer: _________________________
VP of Academic Affairs: _________________________