



GRANT APPLICATION

APPLICATION DEADLINE: March 1st

Please Indicate the Type of Grant Requested (please mark one):

- PROGRAMMING: Utilized for events or special program costs;
- FACULTY/STAFF: Utilized for research, professional development, etc.;
- CAPITAL NEEDS: Equipment, facilities, anything that is depreciable;
- GENERAL OR OTHER: Not quite sure that the request fits any of the categories above;

Date of Application Submission: ____ / ____ / ____

Applicant Department or Office:

Applicant SWOSU Account Number or SWOSU Foundation Fund Number:

Please state the general goals/mission of the Applicant Department or Office:

Grant Amount Requested: \$ _____.

SWOSU Fiscal Year (when will the funds be actually utilized): _____

Total Project Budget: \$ _____ Amount Requested From Other Sources: \$ _____.

PLEASE PROVIDE INFORMATION IN RESPONSE TO THE QUESTIONS BELOW ON A SEPARATE ATTACHMENT:

1. How many members of the SWOSU Community (students, employees, alumni & emeriti) does the Applicant Department or Office service?
 - a. If possible please provide the most recent SWOSU Fiscal Year data regarding how many members of the SWOSU Community you Department or Office served.
2. Name of Project (brief descriptive title)
3. What need at SWOSU does this project meet? Please limit to 500 words.
4. Please describe how the Foundation Grant will assist in meeting the need at SWOSU. In what time frame will the need be addressed, how will the project be carried out, etc. Please limit to 500 words.
5. Please note in specific detail exactly how the funds requested will be utilized; what are the expected expenses, any projected revenues, etc. Be as specific as possible. Please limit to 250 words.
6. If any, what existing funding is available for this project?
7. What is the amount of funding needed but not yet available to carry out this project?

Please review the language below carefully and return this application with all requisite signatures to:

**SWOSU Foundation
Burton House
100 Campus Drive
Weatherford, OK 73096**

The Southwestern Oklahoma State University Foundation, Incorporated, reserves the right to deny, suspend, and/or require repayment of funding utilized outside of the purpose of helping SWOSU achieve a level of excellence beyond what is possible through state funds. This Grant application encompasses the entire agreement and supersedes all previous understandings or agreements. Any modification to this Grant Application must be in writing and signed by all parties.

By signing and submitting this Grant Application you are acknowledging that the Southwestern Oklahoma State University

Foundation, Incorporated, is exempt from taxation under the Internal Revenue Code, Section 501 (c) (3), and that, accordingly, any funds not specifically utilized to help SWOSU achieve a level of excellence beyond what is possible through state funds must be returned to the Southwestern Oklahoma State University Foundation, Incorporated. Furthermore, by signing and submitting this Grant Application you are verifying that you can provide financial reports and outcome measurements, and that you are aware that you will be required to provide a financial accounting of any funds granted with the respective outcome measurements.

SWOSU Employee Requesting Grant (Print, Sign, Date)

SWOSU Dean/Department Head Authorizing Request (Print, Sign, Date)

SWOSU President, Executive V.P., or Comptroller (Print, Sign, Date)