

NHCC - Permission to Apply for External Funds

It is required that faculty and staff submit this Permission to Apply for External Funds form to their supervisors prior to developing a formal grant proposal. The supervisors will forward the form to the Executive Team member for their area. The appropriate Executive Team member will review this form to determine if the proposal aligns with NHCC's Mission and Strategic Directions, and to determine the capacity and resources are available to pursue the proposal.

Applicant Information

Grant Applicant(s), Principal Investigator, or Project Director:

Department/Program:

Grant Information

Funding Agency:

Include URL and RFP (add as attachment), if available:

Proposal Deadline:

Grant Duration (start and end dates):

Project Information

Proposal Title:

Type of Project (choose all that apply):

Education

Research

Equipment

Student Support

Other. Please explain:

Brief Description of Project:

How does the grant proposal align with NHCC's [Mission](#) and [Strategic Directions](#)? Please explain:

Project Partners (external or sub-grant):

Yes

No

If yes, please clarify:

Will this project involve collaboration with other NHCC academic programs, departments, or service areas?

Yes

No

If yes, please clarify:

Budget and Resources

Total grant amount to be requested:

Will North Hennepin be committing any financial resources?

Yes

No

If yes, amount estimate.

cash match:

in-kind or other:

Please describe any other resources to be used, if applicable:

personnel/staffing:

facilities:

technology:

equipment:

supplies:

For faculty: Give a summary of estimated release time or compensation associated with receipt of the grant by term (including summer):

Describe plans to sustain project after funding ends:

Additional items

Will this proposal require a letter of support?

Yes

No

If yes, from whom?

Does this grant involve human subject research?

Yes

No

If yes, submit an [IRB Research Application](#) for approval, and reach out to the IRB Chairperson [Stacy Fitzpatrick](#) with any questions.

Approval Process

The only required permission is from an Executive Team member. Please submit this form to your immediate supervisor.

Supervisor Comments (no approval required):

Dean Comments (no approval required):

Supervising Executive Team Member (approval required):

Approval granted

Signature:

Date:

Approval denied

Signature:

Date:

*Once form has been signed, please notify by email the submitter and their supervisor, plus
kristen.harinen@nhcc.edu, dena.colemer@nhcc.com