

SANTA MONICA COLLEGE  
FOUNDATION

President’s Circle Margin of Excellence  
Deadline: Sunday, December 31, 2017

**Background**

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Each year members of the President’s Circle contribute a minimum \$1,000 to support campus programs. The Margin of Excellence grants are designed to enhance both the teaching and the learning experience; with a direct impact on or involvement with students being a top priority.

**Eligibility, Requirements and Criteria**

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**Who may apply?**

- All full-time faculty are eligible to apply, regardless of program.

**Budget**

- Each request should include a detailed budget, not to exceed \$5,000. All proposals must be approved by the department chair.

**Uses of Funding**

- Funds may be used for equipment or other forms of programmatic support not covered by district funds, i.e., supplies, instructional materials, capital equipment, seminars and other forms of professional development.

**Purpose of Funding**

- To enhance both the teaching and learning experience.
- Have a direct impact on and/or involvement with students.

The committee is looking for one-time requests that will not require ongoing funding. Applicants are encouraged to ask for funding for needs that will not likely be funded by other avenues of revenue.

**Limitations on the Use of Grant Funds**

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- Travel requests should be limited.
- In most cases, grants **should not** be used for payroll or third-party consultants.

**Selection Committee and Notifications**

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The selection committee will be comprised of college administrators, SMCF board members, and/or Foundation donors. Funds will be awarded in early September. Awardees will be notified in August about the Committee’s decisions.

**Proposal Check List**

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- Cover/Signature Page
- Two-page Application
- Budget

**Send proposals j ]U'Ya U] tc''**

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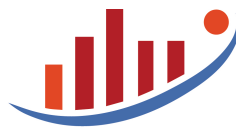
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## Margin of Excellence Grant Cover/Signature Page

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Applicant's Name

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Department

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Email

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Phone

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Amt. Requested      *(attach detailed budget)*

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Applicant's Signature

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Date

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Department Chair's Name (please print)

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Department Chair Signature

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Date

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Cover/signature page must accompany completed application.



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## Margin of Excellence Grant Application

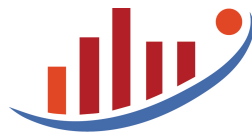
Applicant's Name

Your submitted application may not exceed 2 pages, in addition to your proposed budget.

1. Why is this request important and how will the funds be used.

2. How will this grant benefit the students of Santa Monica College?

*Questions? Please feel free to email or call Harmony Ma at the Foundation, [ma\\_harmony@smc.edu](mailto:ma_harmony@smc.edu), 310.434.4215.*



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## Margin of Excellence Grant Application - Continued

Applicant's Name

3. How else may this grant benefit other faculty members or your department?

4. Other comments?