

GRANT SUMMARY / APPROVAL FORM

Athens State University accepts Federal, State and Local grants to assist in funding activities that are in accordance with the University's mission. A grant approval process has been established by the University to ensure that all personnel, accounting, matching and other University requirements have been considered before a grant application is submitted to a grantor agency. *This form must be submitted and approved before a grant proposal is written for Athens State University.*

Date _____ Total Amount to Be Requested: _____

Proposed Grantor/Source of Funds: _____

Proposed Grant Title: _____

Identify which published University goal(s) (institutional and/or learning goal) the grant will help achieve: _____

Expected Grant Period (approx. dates): From _____ To _____

Cost/Benefit Analysis: _____

Overall Purpose of the Grant / Benefits for the University and its Students (if funded):

Major University obligations if the grant proposal is funded:

Will other organizations, agencies, etc. be proposed as partners with Athens State?

_____ Yes _____ No If yes, list the agencies _____

Estimated number of ASU students to participate: _____

Estimated number of ASU employees to be paid from grant funds: _____

Please list the ASU employees who are to be paid from this grant:

Are there administrative costs to be funded by the grant? If so, how much _____

ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY

Signatures:

Grant Writer: _____ Date: _____

Dean/Department Head _____ Date: _____

Vice President (as appropriate): _____ Date: _____

Vice President Financial Affairs: _____ Date: _____

President: _____ Date: _____