



Criteria for Foundation Student Engagement Fund

The Foundation recognizes that students often have limited funds available to achieve their educational goals. Funds will be awarded to student clubs and organizations, as well as on-campus programs for future students, such as coordinated camps with area elementary, middle, and high school students.

- All full-time, currently enrolled students are eligible to apply. Projects may include more than one student but a single individual will be responsible for the project administration.
- A staff or faculty member must be the Craven CC point of contact.
- The funds are intended to support students to attend a conference, purchase equipment or organize an event.
- Student Engagement Funds are considered matching funds and will be equally matched based on what has been raised for the activity by the student group, partnership organization or departmental budget.
- Applications may be submitted at any time throughout the year, as the need arises.

The request must include the following:

- Name of Craven CC student and lead Craven CC staff member
- Dean signature with optional comments
- Telephone numbers for both Craven CC student and staff member
- Email addresses for both Craven CC student and staff member
- Specific need and synopsis of objective(s)
- Dates of event(s) or conference(s), if applicable
- Estimated cost with details
- A 200-300 word narrative on the purpose and rationale for the request
- Proposed outcomes

Assessment measures will demonstrate:

- A direct relationship with the mission of the College, Center, Department or Program.
- Alignment with the College's current strategic plan.
- A well-defined description and achievable objectives of the event.
- A plan to evaluate and share results that includes a one-page report to the Craven CC Foundation. The report should be completed no later than 30 days following the event.
- Clear budget descriptions and a viable funding plan.

The determination for the funding of any request will be made by the Craven CC Executive Director of Institutional Advancement.

Please submit requests to the Craven CC Foundation Office located in the Brock Administration Building, Executive Suite 101.