



Basic Skills Initiative

Request for Funding

Draft 3

## Applicant Information

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Approximate  
Cost: \_\_\_\_\_ Department: \_\_\_\_\_

Funding will benefit students in basic skills: (Check all that apply)

- |                                   |                                      |                                      |                                   |
|-----------------------------------|--------------------------------------|--------------------------------------|-----------------------------------|
| <input type="checkbox"/> Math 952 | <input type="checkbox"/> Math 942    | <input type="checkbox"/> Math 953    | <input type="checkbox"/> Math 943 |
| <input type="checkbox"/> Math 903 | <input type="checkbox"/> Reading 980 | <input type="checkbox"/> English 976 |                                   |

Funding will be: (Check one)

- ☐ One-time      ☐ Annual (maximum length: 2 years)

Type of funding:

- ☐ Supplies  
☐ Training  
☐ Stipend  
☐ Other  
☐ Travel/conference ( Please attach AC-9 and skip the itemized funding table for all conference/travel requests)

**NOTE: conferences that are out-of-state or over \$1000.00 require board approval. Please communicate with your Division Dean for application and approval time lines.**

### Written Justification:

Please describe your or your organization's involvement with Basic Skills students:

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Please specifically explain how the requested funding supports the [BSI action plan](#):

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Draft

<u>Proposed Vendor, Item, or Event</u>	<u>Item description</u>	<u>QTY</u>	<u>Cost</u>	<u>Tax and S&amp;H</u>	<u>Line Total</u>
<u>Training Activity</u>	<u>Type of supply</u>	<u>1</u>	<u>\$500</u>		<u>\$500</u>
				<b>Grand Total</b>	

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Rubric for BSI Requests for Funding

Item	1 Points	2 Points	3 Points	Total
<b>Involvement:</b> A detailed description of how the requester or their organization is involved with BSI students:	Little or no evidence to support involvement with Basic Skills students	Some evidence to support involvement with Basic Skills students	Detailed evidence to support involvement with Basic Skills students	
<b>Correlative:</b> A detailed description of how the funding's use will correlate to specific parts of the BSI action plan.	Little or no evidence to support correlation with the BSI action plan with no specific sections of the action plan mentioned.	Some evidence to support correlation with the BSI action plan with specific sections of the action plan mentioned.	Detailed evidence to support correlation with the BSI action plan with many specific sections of the action plan mentioned.	
<b>Itemized costs:</b> A detailed and complete itemization of costs was presented.	No itemized cost documented.	Itemized cost missing some details.	Detailed itemized cost provided.	
<b>Community Impact:</b> Commitment to the dissemination of information and results of project/activity	BSI Committee presentation.	Professional Development presentation	Implementation of activity.	
<b>At least 10 points are required for funding</b>			<b>Total Points</b>	
<b>Funding awarded*: \$</b>				

**BSI**

**Date:**

**Chair/Coordinator:**

\_\_\_\_\_

**BSI Funding**

**Administrator:**

**Date:**

\_\_\_\_\_

\* If funds are awarded, documentation of successful implementation of the funds may be required.