

Group Project Proposal Application Form

The information provided in the **Project Proposal Application Form** describes the project, explores its viability in the planning stages, elaborates on other potential funding sources, sets objectives, and defines projected outcomes. Additional documents may be attached to this form. The Project Proposal Application Form **must** nevertheless be completed and submitted to the Foundation Office c/o the Information Office. Note that funding may be given directly to students, **not** to the project as a whole. You are invited to [view the Guide](#) for examples and assistance.

Title of the project:	
Resource person:	
Email:	
Project Eligibility (10 points)	
Relation to College Mission Describe how the project contributes to a diverse, innovative, student-oriented and community-driven learning experience.	
Describe how the project encourages participation in student internships or international, student-life, socio-cultural, humanitarian, environmental, or sports activities.	
College support	
College-organized project (<i>College promotes, provides resources</i>):	Yes <input type="checkbox"/> / No <input type="checkbox"/>
College-recognized project (<i>Third-party organization, College promotes, provides resources</i>):	Yes <input type="checkbox"/> / No <input type="checkbox"/>

Project Description (10 points)

Basic Information

Student-Led Project: Yes /No

Faculty-Led or Employee-Led Project: Yes /No

Project date(s):

Project destination: Within Canada Yes /No International Yes /No

Total number of participants - students
(and faculty, if involved):

Number of current eligible Heritage College
students (to be confirmed):

Number of faculty participants:

Name of faculty participants
(if applicable):

Main activities

Project's main activities:

Project plan (10 points)

Plan

Logistical steps (include specific dates for each):

Tasks and responsibilities of group members:

Student Involvement

How many students does the project involve?

Is the project open to any Heritage College student?

Yes / No

Training required to implement project

Coursework or training required to support the project:

Finances (10 points)

Funding request

The project leader is hereby requesting a contribution of: _____ | \$

Fundraising initiatives and/or detailed alternate plans for if the project does not receive the full amount requested:

Funding sources

LOGIC contribution: _____

FÉDÉ contribution: _____

Other: _____

Budget

Estimated overall cost per student, including travel and lodging: _____

Overall budget (revenues and expenses):

Outcomes (10 points)

Goals

Main project objective:

Benefits of project to recipients, participants, the College, and the Foundation:

Plans to share project results with the College community:

Method of measuring project success:

Proposed time schedule:

Oct 31, 2017	Call for projects
Nov 20, 2017	Deadline for submission
Nov. 27, 2017	Deadline for re-submission (if required)
Dec 1, 2017	Completion of evaluation of projects by the Foundation's Funds and Bursaries Committee
Dec 8, 2017	Announcement of awarded project funds.

Revised: 2017/10/26