



## Innovation Grant Guidelines

In an effort to foster growth and success in both the students of Taft College, and in the communities the college serves, the Taft College Foundation is awarding grants for the 2025-2026 academic year. Grants will be awarded to the staff and faculty members who propose ideas which potentially enhance the student learning experience and/or increase community awareness of the Taft College mission.

Awards ranging from \$200.00 up to \$2,000.00 per project are available for a total disbursement of \$32,000.00 for the 2025-2026 academic year. The following guidelines have been established to facilitate navigation of the application process.

### General Guidelines

1. No other source of funding is available.
2. The Foundation is the payer of last resort—never the first.
3. Grants must be spent during the fiscal year awarded, or they revert back to the Foundation.

### Eligible Projects

1. Applications for grant funds, for ongoing projects, may be repeated—repeat or continued funding for ongoing projects is not guaranteed.
2. Ideas that have direct academic benefit to the students.
3. Innovations that significantly enrich the student experience.
4. Programs that target “at risk” students.
5. Projects that increase community understanding, support, and appreciation for the mission and accomplishments of Taft College.
6. Non-programmatic items such as catering, food, snacks, beverages, or banquet meals. Special consideration for meals for out-of-town activities may be considered.
7. Activities that potentially generate enrollment for Taft College.

### Ineligible Projects

1. Projects for which other district or college funding is available.
2. Any project that is part of the applicant’s regular duties.
3. Any idea that was denied during the last three grant cycles.
4. Faculty stipends.
5. Personal loans.
6. Ideas from staff members who have received grants in prior years but who have not completed the necessary “review summary” outlining the results of their grant award.



## Examples of Previous Awards

- Bookstore — Wall mural
- ASO — Black student support and engagement
- Learning Center — Models for tutoring
- Counseling – Supplies for Student Athletes
- Women's Basketball — Software to assist with coaching

## Application Procedure

1. Applicants must use Innovation Grant application provided by the Foundation.
2. Include a complete budget with your request—taxes, shipping, processing, and any other fees should also be accounted for.
3. Email the SIGNED application to the Foundation [foundation@taftcollege.edu](mailto:foundation@taftcollege.edu).
4. Applications must be endorsed by the appropriate Vice-President and the Executive Director of the Foundation. Please allow enough time to receive these endorsements in advance of the application date— applicants should also make certain that those endorsing your project have read through your application and thoroughly understand your proposal.
5. Complete applications must be received by the date below; payment on projects should not be required within 21 days of the award date:

Application Due Date: August 25, 2025

Grant Award Date: September 10, 2025

## Post-Award Expectations

1. Projects not completed by Monday, December 1<sup>st</sup>, 2025, will require a mid-year check-in to be completed before Friday, December 19<sup>th</sup>, 2025—check-in criteria will be emailed to awardees in December.
2. Complete the Grant Summary and Review form, provide by the Foundation at the completion of funded grant.
3. Credit the Foundation in all related advertising and collateral material with wording to the effect of: "The (program or project name) is underwritten by a generous grant from the Taft College Foundation."