

## Community Service Grant

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Short Title: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Agency(s) Proposing: \_\_\_\_\_

Amount Requested: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

### Proposing Individuals' Information:

Name 1: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Campus Box: \_\_\_\_\_

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

### To the Proposing Agency(s), Agent, or Individual:

Please attach a written Justification for the grant. This should include; why the issue is important and needs to be addressed, how addressing the issue will benefit NMIMT as a whole, and a complete budget for how the money will be spent. Please include all this information in a neat and professional manner. The information will be review by the VP and Financial committee and an amount will be awarded at their discretion.

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### OFFICE OF THE VICE PRESIDENT USE ONLY

Date Presented to the Vice President: \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Initials of Receipt by Vice President: \_\_\_\_\_

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### OFFICE OF THE PRESIDENT USE ONLY

Amount Approved: \_\_\_\_\_

CFO Signature: \_\_\_\_\_

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

VP Signature: \_\_\_\_\_

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