



APPLICATION  
**INNOVATION FUND**

12401 SE 320th St., Auburn, WA 98092 • (253) 833-9111 • greenriver.edu

Any Green River College employee or group of employees may apply for funds for efforts directly related to increasing enrollment, improving completion and/or diversity and equity efforts.

Please complete this application, print and obtain necessary signatures and then scan and email along with the budget worksheet to: innovationfund@greenriver.edu

**PROJECT LEAD**

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

By submitting this fund application, I understand that I will be required to provide one or both:

1. Progress report to the College Council within a six month or other half way point within the project timeline.
2. Final written report containing measured evaluation and outcomes of funded project.

I have read the frequently asked questions and discussed this project with my supervisor or Dean.

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

**PARTICIPANT(S)**

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

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

**DEPARTMENT(S) AND DIVISION(S) INCLUDED**

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

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

**PROJECT TITLE**

**PROJECT SUMMARY**

(50 words or Less)

**APPROVAL**

Supervisor/Dean name:

Supervisor/Dean Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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**SCOPE OF PROJECT**

(500 words or less per section)

**1. Description:** Title project and give a brief overview of the project and how it specifically addresses one or more of the college goals (enrollment, completion, diversity & equity).



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**2. Budget:** How much money are you requesting? Have you looked for other funding sources? How will the money be spent? **Also complete the budget worksheet with a detailed accounting of how funds will be spent.**

Are there other funding sources that could be used for this project?  
If yes, please provide details:

Yes   No   Unknown



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**3. Outcomes and evaluation:** What results will your project have – specifically improving enrollment, completion and diversity & equity? How will you measure this? What is the current baseline data?



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**4. Timeline:** When will you begin, when will you end. Included any key milestones.

**5. Reporting:** Projects longer than six months will require a midway summary and a final report. Projects less than six months require a final report.

Midway Summary at month:

Final Report at month: