

**LETTER OF INTENT
FOR
A GRANT PROPOSAL SUBMISSION**

**Complete this form if you are submitting a New Grant Application or a Grant Reapplication.
Please include a draft budget with your LOI submission.**

Name of Proposer _____

Division /Department _____ College Extension _____

Duration of Grant Project _____ Amount of Funding Being Requested _____

Funding Source _____ Funding Source Program Name _____

LaGuardia Project Name _____ Date to be Submitted _____

Brief Abstract:

1. COLLEGE COMMITMENT

Does this project involve:

A. Allocation of additional space? Yes _____ No _____ Not sure _____

If yes or not sure, explain _____

B. Alteration of college space:

* construction	Yes _____ No _____ Not sure _____
* electrical wiring	Yes _____ No _____ Not sure _____
* connection to college network	Yes _____ No _____ Not sure _____
* ventilation	Yes _____ No _____ Not sure _____
* air conditioning	Yes _____ No _____ Not sure _____
* equipment	Yes _____ No _____ Not sure _____

If yes or not sure, please explain:

C. Are matching funds required? Yes _____ No _____

If yes, explain _____

