

Experience is Everything

**SANTA ROSA JUNIOR COLLEGE - STRONG WORKFORCE PROGRAM**

**2020-2021 PROJECT APPLICATION**

**General Information**

**Applications will be sent out on February 27, 2020.**

**Completed and signed applications must be turned into the Career Education office to Tina Dodson no later than 5 pm on April 10, 20120. We also need an electronic copy of your word document (NO PDF’s.)**

**Late or incomplete applications will NOT be accepted.**

**If you have several projects you want funded, please only complete ONE application/program. Include all budget items for each project separately and prioritize them in case we cannot fund them all.**

**Your dean and department chair must review your application, approve it and prioritize all applications from his/her department to assist the committee with their rankings.**

**All applications will be reviewed by a committee made up of Career Education managers, classified staff, and faculty. They will be ranked and funding will be awarded in order of ranking until all funds are exhausted.**

**This is the 5th round of Strong Workforce funding. Funds will be available by September 1, 2020. Funds must be fully spent by December 31, 2022. All purchases/PAF’s, etc. are facilitated by the CE office.**

**Fundability of projects is guided by grant regulations. Supplanting funds that are normally paid by the district is unallowable. Funds cannot be used for gifts, or food for students. Funds do not pay for duties that employees are already contractually required to perform.**

**If your project needs assistance from other departments (especially IT, Media, facilities) be sure to consult with them when you are developing your project to ensure that they have the capacity to support it. Your timeline will be determined by their availability.**