On behalf of the Office of Planning and Development, thank you for reading the CSI Grants Gazette! We hope you will find the information contained inside useful in pursuing grant funding. As most of you know, grant funding is of increasing importance. We here in the Office of Planning and Development are pleased to help you in any way we can.

So what are some of those ways? What are some of the services you can expect from your Grant Development team? It would be easy for us to say “Whatever it takes” (which is true: we’ll help in any way we can!), but that’s a little vague. Here are some of the specific kinds of things we can assist you with:

- **Funding research**—there are a multitude of resources (both hard copy and electronic) available to seek funding sources for grant applications. I’d be happy to sit down with you and review some possible funding avenues we might pursue. Of course, ya gotta come in and see us first!

- **Proposal development**—one of the greatest challenges educators face today is time management. Faculty are very busy, and the idea of having to fit in grant writing time is daunting to say the least. As your Grant Development Coordinator, it is my responsibility to take the lead in writing, reviewing, editing and submitting grant proposals. I’ll make the process as easy for faculty as possible, and who knows? You just might enjoy it!

- **Grant management expertise**—getting a grant is only half the battle. Managing external funding can be tricky. Get the latest grant management information to keep your program on-track and running smoothly.

- **Budgetary issues**—not sure what matching is? Unsure of how much indirect to charge in your budget? Let us help you unravel all of the strings that come with external funding!

These are but a few of the ways we can be of service to faculty. As we are part of Planning and Development, we can assist in program development and implementation as well as grant-related activities. Contact any of the following folks for more information. Thanks again for your time, and we look forward to seeing you soon!
Hats Off.....
to this Month’s Money Magicians!...

...Jennifer Hall- Instructor, Special Projects-books for ABE students worth $5,000 was a recent award to CSI by the Pro-literacy Foundation. Jennifer created a great application and was one of few that were funded. Way to go, Jennifer!

...Ross Spackman- Associate Professor, Water Resources Management-wetlands preservation and use as a water purifications system is the focus of a $75,000 award Ross recently received from the Department of Environmental Quality. The project will be constructed on the CSI campus with much of the work done by students in the Agriculture department and Water Resource Management Program. Great job, Ross!

Other grants recently submitted and awaiting approval include:

- ABE - $25,000
- HCDC - Community Based Job Training- $1,459,411
  Leveraged- $640,000
- HCDC - Limited English Proficient Initiative- $516,375

What’s YOUR Great Idea?
Get a Grant and Make Some Magic TODAY!
Yes, folks it’s mini-grant time again! This is your chance to get funding for that pet project you’ve been wanting to do this year. Mini-grants are a great way to augment your department funding for projects that are “above and beyond” the normal great work that you do. Here are a few things to keep in mind about mini-grants:

◊ Grant funds are for projects that result in improved student learning.
◊ Grant funds can be used for supplies, equipment, consultants, technical assistance, registration fees, and lodging
◊ The maximum grant amount is $2500.
◊ We will be giving approximately 10-12 grants this year, depending on the amounts requested in each grant.
◊ The fall deadline for mini-grants this year is November 11, 2005.

You can access more information on mini-grants by going to the CSI website and clicking the “Offices and Services” tab. Click “Office of Planning and Development” on the next screen, then “Grants Development”. At the bottom of the screen, you’ll see a tab that says “Key Links for Grant Writers”. Click it. You’ll then see the “Mini-grant” tab, and you’re home free.

I’ll be scheduling a workshop on writing for the mini-grants in the near future. Look for an e-mail with the date, time and location. And as always, you’re welcome to call me at xt. 6248 if I can answer any grant questions you may have. Thanks! Good luck and good hunting!

Good Luck and Good Hunting!
Many funding agencies, both public and private, require “matching funds” as part of the grant application budget. But what does “matching funds” mean? Part of “matching” is obvious: money! Occasionally, funding agencies will require a cash match. This is unattractive to CSI because if we had the matching funds, we wouldn’t be writing the grant in the first place! However, other things can be substituted for cash and be considered “match”. For example, any faculty/staff time that is unpaid by the grant can be considered as “match”. Equipment, space, and supplies are also considered as “match”.

When reviewing a Request for Proposal from the web (see the March 2005 “Grants Gazette” for tips on grant searching using the Internet), don’t be discouraged if “match” is required. There is usually enough staff time, equipment, etc. to meet the requirement. For more information or answers to any other grant questions, give me a call and I’ll be happy to give you a hand. Thanks! Greg at ext 6248

In addition, Roann Mancari and HCDC were awarded $6,800 for a Nursing SIM Anne manikin.

HCDC has over $2 million in grant applications pending approval. So wish us luck! Monica Castañeda-Kessel at ext 6258

Funds from the Community Health Improvement Fund were recently distributed by Magic Valley Regional Medical Center. The Health Care Development Council and Tonja Bowcut were awarded $11,850 for two complete dental systems which include dental chairs, attached lights, and hand pieces to be integrated into the CSI Dental Assisting curriculum and the Dental Assisting Learning Lab.

The Learning Lab is the site for two or more free sealant clinics and the development of Dental Assisting program students.

Well……the year is well underway. Things seem to be going quite smoothly. I don’t have any “new” news….just a few reminders for you.

I will need copies of the following documents for all 2005/2006 grants/contracts for the Business Office files:

- Grant/Contract Application
- Grant/Contract Award letter
- Grant/Contract Budget
- Amendments or Changes in Grant/Contract Content
- Reimbursement/Billing Information
- Time & Effort Forms
- Copies of Program Reports

I have been receiving time and effort sheets from many of you…..thank you. If you have any questions or concerns regarding this process, please give me a call.

We are currently working on budgets. Your budget should appear on your September monthly reports. Just to let you know, we have rounded all budget figures to the nearest hundred. Also, we have broken out the health insurance figure per line item as well. If you have questions about your budget, please call me. Magan at ext 6216

Fiscal Tip:

Fiscal Fact: Did you know our CSI health insurance costs $7,125 per benefited employee per year? With approximately 600 benefited employees, our annual health insurance expense totals $4,275,000.