

Mackenzie Scott Gift – Student Support Fund Application Outline

Purpose: This application is used to apply for funding through the MacKenzie Scott Gift. To be considered, proposals must align with one or more of the **Board Parameters**. Awards will be based on projects that most closely align with the majority of these parameters which must include significant impact, equity-minded outcomes and feasible implementation.

Board Parameters – Project must align with one or more of the following:

- Provides the greatest impact on the greatest number of students
- Promotes equitable student outcomes
- Enhances but does not duplicate existing student resources
- Accelerates completion
- Accelerates transfer
- Accelerates employment in living wage positions

Funding Expectations:

- Funding will be awarded consistent with the Evaluation Rubric
- Only allowable expenses will be approved
- A full-time college employee must be designated as the project lead or project advisor
- The project lead must submit bi-annual/annual reports summarizing project outcomes

Submit the [ONLINE APPLICATION](#) by October 16, 2026.

Each question below has a limit of 1,500 characters unless otherwise noted.

SECTION 1: Project Overview

1. Project Lead Information

Please identify College Employee Name, Department, Email, and Phone Number

2. Identify a Project Manager

If the project lead is a classified staff member, faculty member, or student, please designate a college manager to provide administrative support for project implementation.

3. Project Title

4. Scope of Project

Describe the project in detail. What will it provide for students? How will students benefit?

5. Timeline

Will this project be completed in one year or two years?

6. Is this an expansion of an existing program?

If yes, please name the program and describe how it is currently offered and funded.

SECTION 2: Project Plan

1. Project Objectives

Clearly outline the objectives to be achieved in alignment with the Board Parameters.

2. Scope of Work (200 characters each)

Provide brief descriptions of each activity to be achieved along the timeline. Each activity should include a deliverable, an outcome, a start and end date, and the person(s) responsible for completing the activity.

3. Staffing Needs

Do you require new staffing or reassignment of current staff? If so, explain.

If current staff is recruited, will they be volunteers or paid on an overtime basis?

4. Space & Furniture Needs

Will this project require dedicated space, furniture or storage? If so, explain.

SECTION 3: Budget Overview

1. Personnel Requests

Identify the amount needed to fund the number of positions being requested and the classification of those positions.

2. Equipment, Supplies, or Other Requests

Provide cost estimates to purchase any equipment, food, services, software, supplies, travel, or other needs of the project. List items and quantities as applicable. All items must be tied to an activity in the Scope of Work (Section 2/#2).

3. Budget Narrative and Total Cost of Ownership (TCO)

Where will the items be stored/housed once purchased? What is the life cycle of any assets purchased?

SECTION 4: Alignment with Board Parameters

1. Greatest Impact

How does the project serve the largest number of students or a significantly underserved population? What is the approximate reach and percentage of students impacted?

2. Equity Focus

How does the project promote equitable student outcomes, particularly for historically underrepresented groups?

3. Resource Enhancement

How does this project enhance and not duplicate existing services or resources?

4. Completion Outcomes

How will this project support or accelerate certificate, milestone, or degree completion?

5. Transfer or Employment Outcomes

How will the project support timely transfer or job placement in a living-wage career?

6. Explain Feasibility

What factors will enable the successful implementation of this project?

SECTION 5: Evaluation

1. Evaluation Plan

How will the success of the project be measured?

2. Measurable Outcomes

What data will you collect (e.g., surveys, completion rates, transfer data)? How will you assess success?

3. An option to submit up to five (5) additional pages of information not currently covered in the sections above.
