Norco College
Student Success Challenge

Application Instructions &
Funding Request Form

Program Overview

In celebration of Norco College's 35-Year Anniversary, the Student Success Challenge invites departments, faculty, classified professionals, and managers to apply for RCCD Foundation funds raised to support student success. These funds are intended to support innovative ideas that directly benefit Norco College students.

Applicants may request **up to $5,000** to launch or expand a project that removes barriers, increases access, strengthens engagement, or improves outcomes for Norco College students.

Funds will be awarded to the **department or unit**, which will be responsible for implementing the project and submitting a brief follow-up report on outcomes and use of funds.

Examples of Eligible Project Ideas

Projects should be practical, student-centered, and aligned with Norco College priorities. Examples include (but are not limited to):

- Program-specific tutoring, workshops, or supplemental instruction
- Student engagement or belonging initiatives
- Career exploration or transfer preparation activities
- Pilot programs addressing equity gaps or high-need populations
- Equipment, materials, or services that directly support student learning
- Wraparound support initiatives tied to retention or completion
- Innovative outreach or onboarding strategies for new students

If the project clearly benefits students and supports their success, it is encouraged.

Funding Categories

Requests will be considered using criteria aligned with the **Century Circle Grant Program with funds from the President's Fund for Excellence and related Foundation accounts**.

1. Mini Grants (up to $1,000)

For small-scale projects or immediate student needs.

- Must be signed by the appropriate department head or manager

2. Priority Area Grants ($1,001 – $5,000)

For larger initiatives aligned with college priorities.

- Requires a brief project narrative (1 page maximum)
- Must be signed by the appropriate department head or manager
- Requires a brief post-project report

Application Timeline

- **Applications Open:** January 26
- **Applications Close:** February 27
- **Awards Announced:** March 9 - 13

Accountability & Reporting

Departments receiving funding agree to:

- Implement the approved project as proposed
- Use funds solely for the approved purpose
- Submit a brief written report **within 45 days of project completion**, outlining:
    - How the funds were used
    - Outcomes or impact on students
    - Lessons learned or next steps

Failure to submit a report may result in ineligibility for future funding opportunities.

Student Success Challenge – Funding Application Form

Requestor Name: _____

Title: _____ **Department/Discipline:** _____

Email: _____ **Phone:** _____

Project Title: _____

Amount Requested: $_____

(Up to $5,000)

Funding Category (select one):
☐ Mini Grant (up to $1,000)
☐ Priority Area Grant ($1,001 – $5,000)

Project Narrative (required for requests over $1,000)

Please attach a brief narrative (1 page max) that includes:

1. Description of the project and student need being addressed
2. How the project supports student success
3. Project timeline (approximate start/end dates)
4. How funds will be used
5. Any matching or existing departmental support (if applicable)

Department Commitment

By signing below, the department/unit agrees to:

- Implement the project as proposed
- Use funds solely for the approved purpose
- Submit a post-project report within 45 days of completion
- Participate in any requested stewardship or celebration activities related to the 35-Year Anniversary

Requestor Signature: _____ Date: _____

Dean / Director (if applicable): _____ Date: _____

Please submit signed proposal to Denise.Terrazas@norcocollege.edu by February 27, 2026.