CCEL Grants Partnership Agreement

This document is written to assist grant applicants to establish expectations, needs and processes with their community partner (CP), should they be awarded grant funds.

Step 1: Check the box of the appropriate grant
Step 2: Review details
Step 3: Sign
Step 4: Submit

Grant

☐ Chapman and Innovation Grant
☐ Connect to Community Grant

Details

Finances & Legal Obligations

Connect to Community Grant
Grant funds are distributed to the student through this grant. No legal contract is required.

Chapman and Innovation Grants
Grant funds are distributed to the community organization, less the amount of the student stipend. Disbursement of funds and fund administration is the responsibility of the community organization. The student takes responsibility to manage the project budget, purchases and communication of finances. Legal obligations are outlined in the grants contract.

A legal contract is required to be signed by the student and CP prior to the start of the project.

Project Execution
The student project lead is expected to manage timelines, coordination, recruitment, communications and any other requirements of the outlined project. The community organization makes themselves available to support the project within their means and to communicate regularly with the student project lead.

Student Support
As a learning grant, community organizations are making themselves available to support the learning, skills and ideation of the student. Time commitment and activities of this support should be established as appropriate for capacity and needs.

Acknowledgement

Student Name: ____________________________  Signature: ____________________________

Partner Representative Name: ______________________  Signature: ______________________