

Northern Oklahoma College Foundation grants are made available to Northern Oklahoma College programs, students and employees whose proposed projects support the Foundation's mission of providing quality educational experiences.

1. Definition of "Foundation Grant" Activities

Northern Oklahoma College Foundation funds foundation grants to programs, events or projects that meet one of the following criteria:

- The activity supports the mission of Northern Oklahoma College;
- The activity is for the benefit of Northern Oklahoma College and/or its students, employees, or programs;
- The activity enhances quality of life for students;
- The activity enhances recruitment, retention and graduation;
- Employee or student expense to conference, training, professional development or extracurricular activities, that is beyond the normal budgeted activities and brings state, regional or national recognition to a program or the College; or
- Special events that enrich campus life, such as guest speakers.

Ineligible requests include, but are not limited to:

- Items that provide only personal, not professional or academic benefit;
- Individual scholarships (Both the Foundation and NOC scholarship office have other funding sources for providing student scholarships.);
- Activities or items that are not related to Northern Oklahoma College current or future students or employees;
- Utilizing funds to compensate Northern Oklahoma College employees who lead professional development or work with students and programs.

2. Process for Applying for Foundation Grant Funds

All activities meeting the definition of "Foundation Grant activity" must be approved in advance utilizing the Foundation Grant Fund Request Form. To avoid duplication, all Foundation Grant requests shall be coordinated through the Office of Development and Community Relations. All requests will be reviewed and selected by the executive committee of the Northern Oklahoma College Foundation Board of Trustees. The Foundation may request additional information from the applicant if needed.

3. Grants Awarded

Grants will be funded through the NOC Foundation designated endowment funds. The amount and number of grants awarded will be based on availability of funds. Grants may be fully or partially funded. Northern Oklahoma College Foundation annually determines fund availability and will award funds based on annual earnings of the endowment.

4. Timeline

Applications must be submitted by the designated timeline as indicated on the Foundation Grant Fund Request Form. The foundation office will notify each applicant if a grant is approved or not approved. All approved grants must utilize funds by the end of the current fiscal year. A request for an extension must be submitted in writing to the foundation office and will be considered on a case-by-case basis.

5. Disbursement

Funds will only be disbursed by a written request utilizing the Foundation's purchase authorization form process and should be encumbered/expensed within the current fiscal year of grant award. Questions regarding disbursement may be directed to the Office of Development and Community Relations.

6. Grant Follow-Up Post Report

A written report must be submitted within 2 weeks following the activity/purchase date and include the following information in the report: brief description of the activity, list of students and sponsors attending by campus, and 2-3 photos of the activity or purchased item(s) in use. Reports should be submitted to foundation@noc.edu. Failure to submit the report within 2 weeks following the completion of the activity/purchase may result in ineligibility for a Foundation grant award the following year.

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