

Chabot-Las Positas Association of Retired Employees
CARE Fund Special Projects Grant Program
2025-2026 Application Form

Application Deadline: **Friday 7** November 2025
Award announcement: **Monday December 1, 2025**

Applicant Information

Name _____ Site: Chabot LPC District Office

Campus e-mail address _____ Campus phone number _____
(or home phone if no campus phone is available)

Division or Department _____ Name of Dean/Mgr/Supervisor _____

Project Information (Please take a moment to look at [grant guidelines](#) and [past winning proposals](#)!)

Name of project _____ Requested \$ _____

Who will be responsible for completion of the project? _____ Expected completion date: _____

Project Plan – Briefly tell us what you plan to do:

Outcome – What will be the result? Be brief and specific.

Budget – Tell us what you want to buy: (Supplies, Apparatus, or Services - please see [guidelines](#) for what is possible.)

Vendor (supplier)	Item Description (Model # etc.)	Qty	Unit price	Tax	Shipping	Line Total \$
Optional budget notes:						Budget Total:

Benefits – Please briefly explain how the project will *improve service to the colleges* in your area of work responsibility.
Describe what problem the project will solve, and how long the benefits will last. Be specific.

Agreements: I agree to complete the project as described above and then provide a one-paragraph outcome report including a digital photograph **or video** to CARE. (Report due: May 15, 2026 or by the above completion date.)

I understand that grants will be payable to the College/District and grant purchases will become CLPCCD property.

Type your name as your signature: _____ Date _____

Please have your Dean/Area Manager/Supervisor "e-sign" as well (or they may email their agreement separately to shildreth@chabotcollege.edu. You will be emailed when this is received!)

I agree to provide fiscal oversight:

Dean/Mgr/Supervisor's Signature _____ Date _____

Please complete the form, then "**Print**" and "**Save as PDF**" and **email** it as an attachment to shildreth@chabotcollege.edu
All submissions will be acknowledged promptly.

THANK YOU for your ideas to help make the Colleges and District even more successful and effective!