Objective One: Research and Develop Funding Opportunities – 435 hours
1) Create funding resource matrices for projects as assigned.
2) Network with funding agencies.
3) Respond to request for proposals.
4) Solicit and leverage additional (creative) funding sources.
5) Attend funding source workshops, conferences, and meetings.
6) Implement revenue generating activities.

Objective Two: Establish Grant Proposal and Management System – 168 hours
1) Research and develop a proposal submittal process.
2) Research and develop determination tools for grant submittal.
3) Research and develop a grant management handbook.
4) Research and develop project performance measures and accountability.

Objective Three: Education and Outreach Opportunities – 67 hours
1) Conduct an analysis of current curriculum and certifications where sustainability may be integrated.
2) Establish liaison with faculty, students, businesses and citizens.
3) Prepare and submit correspondence to College’s Public Information Office for media release.
4) Prepare and deliver project presentations.
5) Establish relationships with other organizations.