



## Western Texas College Foundation INSPIRE Program

Completed applications must be received on or before the due date (April 19, 2024) to the WTC Foundation located in the Library Resource Center (Building 2) OR via email to sheila.hale@wtc.edu. Applicants are encouraged to submit all necessary documents as soon as possible to assure that a last minute delay will not preclude consideration for a program award.

### 1. APPLICANT INFORMATION

FIRST NAME: Jimmy LAST NAME: Fancher  
DEPARTMENT: Library TITLE: Director  
EMAIL ADDRESS: jimmy.fancher@wtc.edu PHONE: (325) 574-7676

### 2. PROJECT

Project Name: Student Study Area: Replacement of worn furniture

Fund Amount Requested: \$5000.

Amount of funding from other sources for project: \$ \_\_\_\_\_

Have you applied for funding before from the Western Texas College Foundation?  YES  NO

If yes, for what project and how much did you receive? Archives project: \$5000; Student Study Area project: \$5000 (Spring ...

Archives project: \$5000; Student Study Area project: \$5000 (Spring 2023); Library Wall Renovation project: \$5000.

Project Abstract (In the space below, please provide a one to two sentence description of project):  
During the Student Study Area project last spring, we moved several pieces of little-used furniture from the 1st floor to the 2nd floor (unsure when this furniture was purchased). The updated study area has proved to be a popular area with students and the furniture is used daily. Because of the heavy use, the material on the furniture is worn and threadbare. We will use the funds to purchase additional furniture to replace the worn pieces.

### 3. PROJECT PROPOSAL

Please prepare a project proposal (no longer than 2 -3 pages) that includes the items listed below. Additional pages may be included to provide supporting documentation if needed.

#### A. Description

- Provide a detailed description of the proposed activity or program
- Outline how completion of the proposed activity will benefit students, the department, division or the institution. Is there a community benefit?

- c. Detail the implementation plan.
- d. Explain how the activity or program will be evaluated.
- e. If applicable, list the equipment and materials needed to complete the project.
- f. If the amount requested does not fully fund the project, what other sources of funding are available?

**B. Expenses**

- a. Outline all *proposed* expenses. Be specific. The Western Texas College's policy on reimbursable expenses applies to all actual expenditures, e.g. travel, supplies, etc.
- b. Please inform the Western Texas College Foundation of any other sources of funding available for this proposal.
- c. If awarded, you will need to provide copies of all receipts for approved expenditures.

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I understand and agree to the following provisions:

- 1. Ownership of materials produced as a result of this award will be in accordance with current policies of Western Texas College.
- 2. In addition to the final report, if applicable, I will provide Western Texas College Foundation with one complete copy of all materials produced.
- 3. I agree to present my project or report to the Western Texas College Foundation Board, if requested.
- 4. The expenditure of funds and request for reimbursement must be in the same fiscal year.
- 5. **Approved funds must be used within same fiscal year as designated by terms of award.**

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**CERTIFICATION**

**Applicant Signature:**

My signature below certifies that the information provided in this application is accurate and complete to the best of my knowledge. I authorize Western Texas College Foundation to release any information contained in this application to WTC departments.

Signature: *Jimmy Sanchez*

Date: 02/14/2024

**Supervisor Signature:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Administrator Signature:**

Signature: *Blanca*

Date: 2/26/2024

## **Western Texas College Foundation INSPIRE Program**

### **Project: Student Study Area: Replacement of worn furniture**

#### **Project Proposal**

##### **A. Description**

**a. Provide a detailed description of the proposed activity or program.**

During the Student Study Area project last spring, in addition to the purchase of four new chairs, we moved several pieces of older furniture from the 1st floor to the 2nd floor. The updated study area is now inviting, comfortable, distraction-free, and quiet and has proven to be a popular area with students. Because of the popularity of the space, the furniture is being used daily and the old furniture is now showing a lot of wear and must be replaced. We will use the majority of the funds to purchase additional furniture to replace the older pieces.

**b. Outline how completion of the proposed activity will benefit students, the department, division, or the institution. Is there a community benefit?**

The project will continue to benefit the students, community, and institution by paying attention to the condition of the furniture and accessories so that the space appears clean, fresh, safe, and up to date. Modernization and updates to the library have proven to be good investments which have resulted in increased usage and higher circulation.

**c. Detail the implementation plan.**

To implement this project, we have identified chairs and accessories (see Part B: Expenses). Our goal is to select, order, and assemble the new furniture in order to complete the project by the start of the fall semester.

**d. Explain how the activity or program will be evaluated.**

We will continue to evaluate the success of this project by gathering the feedback of students who visit the space. Circulation statistics will also continue to be monitored.

**e. If applicable, list the equipment and the materials needed to complete the project.**

We already have the necessary tools needed to assemble the furniture. TDI will remove the old furniture so that it can be listed in the next auction.

**f. If the amount requested does not fully fund the project, what other sources of funding are available?**



The Library is willing to contribute from their budget if additional funding is required.

**B. Expenses**

- a. **Outline all *proposed* expenses. Be specific. The Western Texas College's policy on reimbursable expenses applies to all actual expenditures, e.g. travel, supplies, etc.**

The total cost of the project is \$5,000. Additional expenditures (if any) will be funded from the library budget.

The breakdown of the expenses is expected to be as follows (photos are examples and costs are estimates):

- New lounge chairs for the library: \$3600.00 (includes shipping)



- End tables with charging stations: \$250.00



- Accessories: \$1150.00



**Summary:**

Lounge chairs	\$3600.00
End tables	\$ 250.00
Accessories	<u>\$1150.00</u>
Total	\$5000.00

All proposed expenses fall within the Western Texas College's policy on reimbursable expenses. The expenses are actual expenditures that are necessary to complete the project successfully. The library will provide receipts and other necessary documentation to support the expenses incurred during the project.



This furniture was on the first floor of the Library for many years before it was moved to the second floor. It has been heavily used.

