
Organization Application for SGA Funds

This fund has been established to help support club activities, service projects and/or facilitate meetings open to the entire student body to promote health, education, and/or service.

The request must be submitted by **November 15th** of each year.

The allocation of funds will take into account usefulness and value of the proposal to the community or student body, and club need. The SGA Executive Board retains the right to modify the amount requested by clubs. SGA requires that all clubs receiving monetary support, credit the SGA as a co-sponsor for the event. All clubs receiving funding must fill out an online, post-event review within 3 weeks after the completion of the event. (SGA Bylaws, Article IV, Section 2)

Name of Organization and Contact Person: _____

Date and Time of Event: _____

Current Organizational Budget: _____

Location of Event: _____

Amount of Money Requested (up to \$1000): _____

Note: If the organization needs to charge for costs above and beyond the money received from this award the organization must charge all participants *equally*.

Event information (include topic, speaker, and any additional information that describes the event). You may attach additional materials.

FOR OFFICE USE ONLY:

Date received by SGA Executive Officer: _____

Date reviewed by SGA Executive Council: _____

Approved _____

Denied _____

By signing below, you agree that the money will be used as stated above, and the money will follow the guidelines as stated in the SGA Risk Management Policy. (Article IV, Section 1)

Name

Date

FOR OFFICE USE ONLY:

Date received by SGA Executive Officer: _____

Date reviewed by SGA Executive Council: _____

Approved _____

Article IV, Section 1: SGA Risk Management Policy

The following policy must be adhered to at all SGA sponsored and cosponsored events.

- 1) No SGAT funds will be allotted for the purchase of alcohol at SGA sponsored or cosponsored events.
- 2) Only beer and nonfortified wine will be served by a contracted proprietor.
- 3) The sponsors/cosponsors will provide alternate beverages throughout the event. The sponsors will also provide food that will be available throughout the event.
- 4) No alcohol may be brought into the event, from the outside, by anyone attending the event. Violation of this clause will result in expulsion from the event.
- 5) Alcohol service will be discontinued:
 - a) One hour prior to the end of the event.
 - b) To any individual who is obviously intoxicated.
 - c) To any individual displaying either anti-social or aggressive behavior.
 - d) At the discretion of the contracted proprietor

It shall be the responsibility of the Social Committee to ensure that a contract is let to licensed proprietor as designated per contract

FOR OFFICE USE ONLY:

Date received by SGA Executive Officer: _____

Date reviewed by SGA Executive Council: _____

Approved _____