



of

ANTELOPE VALLEY COLLEGE

ASO Grant Proposal Process

The Associated Student Organization (ASO) proudly supports many student activities, programs, events, and clubs on campus—and highly encourages student participation in all areas on campus. We request that all parties requesting monies pair our funding with additional fundraisers, other supporters, etc of their own. We do not guarantee that our grants will cover the entirety of the requested financial need.

The following qualifications must be met in order to receive funding:

Criteria

- The funds must provide a direct student benefit, which must be clearly outlined on the Request Form.
- AVC Administrator(s) or club advisor must approve projects.
- Applicants must publicly acknowledge ASO's support (e.g. a banner saying "Brought to you by ASO", our logo printed on literature, etc.)
- Club, group, program, or individual applicant must sell ASO stickers at their event/program. (Travel trips excluded).

Timeframe

- Applications Deadline: 4 weeks prior to the proposed event/program
- Decisions Made: The next scheduled ASO meeting after applications are submitted. (generally one week later)
- Funds Awarded: Upon approval of ASO minutes at following ASO meeting (generally one week later)
ASO will contact the applicant/recipient, in writing, directly upon approval

Directions

1. Fully complete the Grant Request Proposal Form
2. Compose and attach Detail Report to Grant Request Proposal Form
3. Submit paperwork promptly—4weeks prior to event

Additional information

Even if all criteria are fully met, funds are not guaranteed. ASO reserves final discretion to grant awards. Awarded funds shall not be used for salaries or stipends. Awards are based on availability of funds in the ASO budget. If any organization does not fully use their funding, the remainder must be returned directly to ASO.