Club Reapplication/Annual Funding Allocation Request

Completed forms should be returned to Wyse 105 by 5 pm, Monday September 18th, 2017

Name of Club/Student Organization:

We are a: Continuing Club (a recognized club from the previous year)

Revised Club (a club that was not recognized last year but has been recognized before)

Primary Student Leader/Student Contact Name (required):

Primary Student Leader/Student Contact Email:

List any other Club/Student Organization officers and positions below:

Faculty Sponsor (required):

Faculty Sponsor email:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Signature

Approximate number of members:

When does your Club/Student Organization meet?

How often does your Club/Student Organization meet?

Social media information (Instagram, Facebook, Twitter, webpage, etc):

(FUNDING APPLICATION REQUIREMENTS ON THE FOLLOWING PAGE)

On a separate sheet, please include the following:

* A copy of last year’s itemized budget
* Detailed breakdown of planned events, activities, and/or materials and their respective costs and approximate dates
* List of goals, including an explanation for how your club will promote and foster an inclusive campus community
* Any other anticipated club costs
* Total amount of funding requested for the upcoming academic year

By submitting this application we hereby acknowledge the guidelines and standards below:

1. The organization will provide receipts for reimbursement and have the faculty sponsor sign off on all expenditures for the money given and spent.
2. All advertising for events, in all media, will have included in/on it “Sponsored by Student Senate” if completely funded by Student Senate or “Co-sponsored by Student Senate.”
3. Clubs will be held responsible for events/activities in which funds are requested. Follow-up will be conducted by the Office of Community Life and Student Senate.
4. Distribution of funds for the academic year will be partially based on the usage of requested funds from the previous year.
5. Requested funds not use by the end of the school year will be returned to the general Club and Organization fund.
6. All events/activities must abide by the Commitment to Community Standards outlined in the Goshen College resource guide. This guide can be found online at <https://www.goshen.edu/about/community/>
7. The organization and faculty sponsor will be responsible for risk management at all organization sponsored events.
8. **This application funds only normal operating budget expenses. To request funding for large events, trips, or guest speakers, organizations must submit an additional funding request form at a later appropriate date.** These funding requests can be found in AD 14 or Wyse 105.

Club/Organization requesting club funding may be contacted by Student Senate for more detailed explanation and/or an invitation to present the request at a Student Senate meeting.

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*For Senate use only*

Date:

Club Approved: Funding Approved:

Student Senate Treasurer Signature:

Student Senate Advisor Signature: