

UCSU

STUDENT GROUP FUNDING BOARD APPLICATION

NAME OF GROUP

PLEASE CHECK ONE:

AFFILIATED

INDEPENDENT

PLEASE CONTACT THE CHAIR OF THE STUDENT GROUP FUNDING BOARD WITH ANY
QUESTIONS REGARDING THIS PACKET:

SEPIDEH.MOHSENI@COLORADO.EDU

303-492-7475

UMC 125

FULL NAME OF GROUP

CONTACT PERSON:

CONTACT PERSON EMAIL

CONTACT PERSON PHONE:

GROUP EMAIL OR PHONE:
(PERMANENT CONTACT FOR GROUP)

OFFICERS:

PLEASE INCLUDE THE POSITION THAT PRIMARILY DEALS WITH FUNDING (E.G. TREASURER)

NAME

TITLE

NAME

TITLE

NAME

TITLE

NAME

TITLE

NAME

DOES YOUR GROUP HAVE BY-LAWS?

YES

NO

IS YOUR STUDENT GROUP ACCOUNT WITH SOFO IN GOOD STANDING?

PLEASE HAVE SOFO REPRESENTATIVE SIGN (IF YES) _____

YES

NO

IS YOUR GROUP OPEN TO ALL MEMBERSHIP, PARTICIPATION OR INVOLVEMENT BY ALL CU-BOULDER STUDENTS?

YES

NO

DOES YOUR GROUP FUNDRAISE?

YES

NO

DOES YOUR GROUP HOLD AT LEAST ONE INFORMATIONAL MEETING EACH SEMESTER?

YES

NO

WHEN DID YOUR GROUP LAST HOLD ELECTIONS?

WHERE DOES YOUR GROUP MEET? HOW OFTEN?

GROUP NAME

GROUP CONTACT AND PHONE NUMBER

OPERATIONAL EXPENSES

OFFICE SUPPLIES: (*office supplies: pens, paper, etc office equipment etc*) \$ _____

EXAMPLE:

POSTAGE: \$8.20 BOOK OF STAMPS x 3 BOOKS \$24.60

PRINTING: \$ _____

MAILING: \$ _____

BUFF BULLETINS: \$ _____

MISCELLANEOUS :(**please specify what the items are: sidewalk chalk, etc*) \$ _____

ALL OF THE ABOVE ITEMS EXCEPT TELEPHONE EXPENSES MUST BE ITEMIZED. i.e. YOU MUST DEFINE WHAT SUPPLIES YOU NEED. IT IS RECOMMENDED FOR OFFICE SUPPLIES TO USE PRICES AS LISTED IN THE FAISON/CORPORATE CATALOG (STATE CONTRACT PRICES). THIS CATALOG CAN BE FOUND IN UCSU OR SOFO OFFICE

GROUP EVENT BUDGET (only if applicable)

PLEASE REMEMBER THAT A STUDENT GROUP IS INELIGIBLE FOR FUNDING FOR TRAVEL OR EVENTS, AS DEFINED BY THE SGFB CODE, UNLESS THE EVENT OR TRAVEL HAS OCCURRED IN A SUBSTANTIALLY SIMILAR FASHION FOR THE PREVIOUS THREE FISCAL YEARS. THIS MEANS THAT YOUR EVENTS AND TRAVEL MUST BE PART OF YOUR GROUPS OPERATING BUDGET IN ORDER TO GET FUNDING FROM SGFB. IF YOU HAVE QUESTIONS ABOUT THIS, PLEASE CONTACT THE SGFB CHAIR, OR SEE A COPY OF THE CODE AT: WWW - U C S U . C O L O R A D O . E D U

BUDGET

ADVERTISING \$ _____

BUFF BULLETIN/E-MEMO \$ _____

CONTRACTS BUSINESS \$ _____

CONTRACTS INDIVIDUAL \$ _____

COPIES/PRINTING \$ _____

EQUIPMENT RENTAL \$ _____

FACILITY RENTAL/SET UP \$ _____

FEDERAL EXPRESS \$ _____

FILM/VIDEO SERVICE \$ _____

FILM/VIDEO SUPPLIES \$ _____

GUEST AIR \$ _____

GUEST NONAIR \$ _____

INSURANCE \$ _____

FEES/LISENCES \$ _____

PARKING OPERATIONS \$ _____

POSTAGE \$ _____

PROPS/COSTUMES \$ _____

SECURITY/POLICE \$ _____

VEHICLE RENTAL \$ _____

OTHER (specify what other items will be needed) \$ _____

SUBTOTAL \$ _____

TOTAL \$ _____

TRAVEL BUDGET (only if applicable)

PLEASE REMEMBER THAT A STUDENT GROUP IS INELIGIBLE FOR FUNDING FOR TRAVEL OR EVENTS, AS DEFINED BY THE SGFB CODE, UNLESS THE EVENT OR TRAVEL HAS OCCURRED IN A SUBSTANTIALLY SIMILAR FASHION FOR THE PREVIOUS THREE FISCAL YEARS. THIS MEANS THAT YOUR EVENTS AND TRAVEL MUST BE PART OF YOUR GROUPS OPERATING BUDGET IN ORDER TO GET FUNDING FROM SGFB. IF YOU HAVE QUESTIONS ABOUT THIS, PLEASE CONTACT THE SGFB CHAIR, OR SEE A COPY OF THE CODE AT: W W W - U C S U . C O L O R A D O . E D U

BUDGET

REGISTRATION \$ _____

LODGING \$ _____

TRANSPORTATION \$ _____

(airfare, bus, etc.)

GROUND TRANSPORTATION \$ _____

OTHER \$ _____

TOTAL: \$ _____

DUES

(DUES SHALL INCLUDE ANY FUNDS THAT THE STUDENT GROUP WILL PAY FOR SERVICES FROM A LOCAL, STATE, NATIONAL OR INTERNATIONAL ORGANIZATION OF WHICH YOUR STUDENT GROUP IS A MEMBER)

DUES TOTAL _____

PAYROLL

(ONLY USE THIS SECTION IF YOUR GROUP NEEDS MONEY TO COMPENSATE EMPLOYEES)

PAYROLL TOTAL _____

SGFB GROUPS AND THEIR RESPONSIBILITIES

1. ALL SGFB GROUPS MUST HAVE AT LEAST 2/3 STUDENT MEMBERSHIP BEFORE THEY CAN BE CONSIDERED FOR SGFB FUNDING. A STUDENT WILL BE DEFINED AS ANY PERSON TAKING SIX (6) OR MORE CREDIT HOURS PER SEMESTER AND PAYS FULL FEES.
 2. ALL SGFB GROUPS MUST TURN IN A COMPLETED BUDGET REQUEST TO BE CONSIDERED FOR FUNDING.
 3. ALL SGFB GROUPS MEET IN A BUILDING ON CAMPUS SO THAT THEY WILL ACCESSIBLE TO ALL STUDENTS.
 4. 3 SIGNERS ON GROUPS MAY SIGN INTERDEPARTMENTAL INVOICES (I.N.S) IN SOFO.
 5. SGFB DOES NOT FUND GROUPS THAT ARE EXCLUSIVE IN THEIR RECRUITING PRACTICES. EXCLUSIVE PRACTICES INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:
 - a. CHARGING MANDATORY DUES. FEES ARE DEEMED MANDATORY IF NOT PAYING THEM RESULTS IN PREVENTION FROM VOTING, BEING ELECTED AN OFFICER, OR OTHER ACTIVE PARTICIPATION IN THE GROUP. GROUPS MAY CHARGE DUES IF IT HAS MADE PROVISIONS IN ITS CONSTITUTION OR WORKING DOCUMENTS TO WAIVE THE DUES FOR ANY REASON.
 - b. USING GPA, MAJOR, SEX, ETC., AS A PREREQUISITE FOR BECOMING A MEMBER OF THE GROUP.
 - c. SGFB FUNDS WILL NOT BE GIVEN IN SUPPORT OF ANY GROUP WHICH EXCLUDES FROM PARTICIPATION ANY STUDENT ON THE BASIS OF RELIGION, CREED, RACE, ETHNICITY, NATIONALITY, SEXUAL ORIENTATION, MARITAL STATUS, AGE, GENDER, POLITICAL AFFIRMATION, AND/OR PHYSICAL DISABILITY.
 6. ALL SGFB GROUPS MUST MAINTAIN THE REQUIREMENTS FOR BECOMING AN SGFB GROUP. FAILURE TO DO SO WILL RESULT IN REMOVAL FROM SGFB.
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