Student Art Fee Council Funding for Fiscal Year 2019

Applications to the Art Fee Council must be submitted by Wednesday, February 9, 2018, at 5:00 pm to:

> **Crystal Maddox, Co-Chair Art Fee Council, emailing them to cbarron1@gsu.edu**
> **or**
> **In person by delivering them to the main offices of the College of the Arts, Dean's Office, ATTN: Crystal Maddox, 55 Park Place NE, 9th floor.**

Please do not change the format of the request form or delete any sections, as the Council needs to be able to locate data quickly among all the forms it reviews. If the section is not applicable, just leave it blank. **Late applications will not be accepted**.

Your application to the Arts Fee Council comes under the University-Wide Fee Council process and funding. For more information on that process, please see below. If you believe your program may be better served by University-wide Student Activity fee funding, please contact Shantavia Reid-Stroud or Latisha Barnes (info. listed below).

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University-Wide Fee Council
Student Activity Fee Funding

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The Student Activity Fee Committee (SAFC) has released the University-Wide Fee Council Budget Request for Fiscal Year 2019 (July 1, 2018 – June 30, 2019) and the Student Activity Fee Overview document, which lists restrictions placed on the expenditure of fee funds.

http://studentaffairs.gsu.edu/files/2015/09/2015_DSA_StudentActivityFeeGuidelines.pdf
http://studentaffairs.gsu.edu/files/2015/09/2015_DSA_StudentActivityFeeOverview.pdf

This allocation process applies only to the allocation of Student Activity Fee funds assigned to the **University-Wide Fee Council**, which fund a wide range of chartered student organizations and services not served by other fee councils.
This is **not** the process used by the various colleges to allocate funds to chartered student organizations whose mission or membership is closely related to their degree programs i.e., Chemistry Club, History Society, Social Work Club, etc. Please visit your college Dean's Office for further information about their funding process. This process is also not associated with other fees for Athletics, Transportation, Health, Recreation, International Education, and the Student Center.

If you are unsure as to which funding process applies to your organization, please direct all questions to:

Shantavia Reid-Stroud **Director, Student Affairs Administration** **404.413.1522** **sreid@gsu.edu**	**Latisha Barnes*** **Business Manager II, Dean of Students** **404.413.1707** **lbenoit@gsu.edu**

*Office of the Dean of Students (Suite 303 Student Center East).

Funding categories are: Non-programming, Programming and Travel. For a description of each search for the "Funding Application Category Description" document at: https://orgsync.com/login/georgia-state-university

STUDENT ACTIVITY FEE BUDGET REQUEST
Art Fee Council
Chartered Student Organizations Form
FY 2019 (July 1, 2018 – June 30, 2019)
Application Must Be Typed

NAME OF CHARTERED STUDENT ORGANIZATION

TOTAL REQUEST FOR FY 2019 $

GSU SPEEDTYPE (If an existing account)

STUDENT OFFICER NAME/TITLE

STUDENT OFFICER GSU EMAIL/PHONE

STUDENT OFFICER SIGNATURE & DATE

FACULTY/STAFF ADVISOR NAME

FACULTY/STAFF ADVISOR GSU EMAIL

FACULTY/STAFF ADVISOR GSU PHONE

FACULTY/STAFF ADVISOR'S SIGNATURE & DATE

OTHER OFFICIAL CONTACT EMAIL ADDRESS

NUMBER OF YEARS YOUR ORGANIZATION HAS BEEN CHARTERED

1. Describe the mission and purpose of your student organization, include number of members.

2. Does the student organization collect dues or generate revenue? Receive funding from outside resources? Intend to fundraise? ***Fundraising will not necessarily affect budget allocation***

3. Amount of funding received for FY 2015_____
Amount of funding received for FY2016_____
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4A. If your organization received funding for **Fiscal Year 2015 (July 1, 2014 – June 30, 2015)** what programs, services or activities did the funding support. How many students were served?

4B. If your organization received funding for **Fiscal Year 2016 (July 1, 2015 – June 30, 2016)** what programs, services or activities did the funding support. How many students were served?

5A. Provide a description of organizational travel activities for **Fiscal Years 2015** and **2016** in which student attendance was subsidized by Art Fee Council funding.

5B. Describe how students are chosen for travel?

6. How did attending the event(s) from question **{5A}** benefit Georgia State University students?

7. **Below, type a narrative summarizing your financial request for fiscal year 2017 (July 1, 2016 – June 30, 2017). Explain the programs or services you wish to provide to students of Georgia State University.** Specifically,
a) What benefit(s) will the programs and/or activities provide to the student body?
b) How will these programs and/or activities be used to support the institution's mission

to enrich the educational, institutional and cultural experience of students?
c) Describe any travel plans and how the conference/event will benefit the student body.

Fiscal Year 2019 Budget Allocation Request

NOTE: Funding requested should match the narrative summary on page (5). Under each description please provide examples of purchases which will be made relating to the itemized areas.

Non-Programming Services	Description	Expenditure
1. Non-Event Printing		
2. Non-Programming Food		
Total Non-Programming cost		

Programming/Publicity Events/ Event Supplies/ Speaker/ Presenter/ DJ Costs etc…	Description	Expenditure
1. Promotional Items		
2. Event Printing		
3. Non-GSU Rentals		
4. Programming Equipment		
5. Room Charges		
6. Event Food		
7. Fees or Honorariums (For Non-USG employees)		
8. Transportation for Guest(s)		
9. Hotel Expenses for Guest(s)		
Total Programming Cost		

Student Travel	**Description**	**Expenditure**
1. Airfare/Transportation		
2. Registration Fees		
3. Lodging		
4. Meals		
Total Travel Cost		

Other Operating Expenses not Categorized	**Description**	**Expenditure**
1. Miscellaneous		
2. Undergraduate Assistant(s) Payroll		
3. Graduate Assistants(s) Payroll		
4. Other Employee Stipends		
Total Other Operating Cost		

GRAND TOTAL: $