

# Student Organizations Funding Opportunities

## Program Funding



## Travel Funding

01

### What is covered?

Funding covers costs associated with the programs such as technical and production fees, advertising and promotion, lodging, security, and professional fees. The cost associated with food with restrictions. See finance officer for more details



01

### What is covered?

Funding covers costs associated with off-campus convention, conference, program, or academic competition, such as lodging, transportation, and registration fees



02

### How much is covered?

Up to \$3000 per fiscal year per organization  
Up to \$6000 per fiscal year for co-sponsored events. The requested amount will be divided equally amongst both organization



02

### How much is covered?

Once up to \$600 per fiscal year per organization

03

### Requirements

- Must be free and open to all students
- Organizations can charge students for cost of food + \$1.50, if they did not receive funding for food, but it must be optional.
- No reimbursement
- Organizations can submit up to 5 program requests per fiscal year with no more than 3 requests in a single semester



03

### Requirements

- Must be consistent with the organization's purpose
- Must ask all members about the opportunity before deciding on the attendees
- No reimbursement

**Funding is awarded on a first come first serve allocation process. Submission does not guarantee approval or approval of the full amount requested. There will be NO REIMBURSEMENT offered under any circumstances.**

**Contact Us For More Information!**



CONTACT US

**Financial Officer:**

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**Student Government Advisor:**

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# Funding Timeline

## Program Funding



## Travel Funding

01

### Financial Officer

Meet with the Student Government Financial Officer and submit program request 60 days prior to event.



01

### Financial Officer

Meet with the Student Government Financial Officer and submit travel request 45 days prior to event.

02

### Finance Board

Attend the next finance board meeting to present the program request for approval.



02

### Finance Board

Attend the next finance board meeting to present the travel request for approval.

03

### Senate Meeting

Attend Student Government Senate meeting for final funding request approval.



03

### Senate Meeting

Attend Student Government Senate meeting for final funding request approval.

04

### Approval!

If the request is approved by both the Finance Board & Senate, set up a meeting with Student Government Staff.



04

### Approval!

If the request is approved by both the Finance Board & Senate, set up a meeting with Student Government Staff. Submit travel waivers to advisor Delaney.

05

### Evaluation

Within two weeks of the program event date, the organization must submit the program evaluation provided by the finance officer.



05

### Evaluation

Within two weeks of the end of travel date, the organization must submit the program evaluation provided by the finance officer.

**Funding is awarded on a first come first serve allocation process. Submission does not guarantee approval or approval of the full amount requested. There will be NO REIMBURSEMENT offered under any circumstances.**

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