



For Internal Use Only:

Org: _____
 Amt: _____
 CSO/SGA
 Budget Fundraising
 Approved
 Denied:

FIU Business Student Funding Grant Application

Application Deadlines:

Applications are due at 5:00pm on the deadline date through email in a PDF format to Yanyan San Luis at ysanluis@fiu.edu

- Spring semester = January 23
- Summer semester = May 15th
- Fall semester = September 30th

Procedures after submission:

- Each organization will present January 31, 2011 in front of the funding committee
- Organization will be notified through 7 business days after their request if they will or will not be awarded funds
- Notification will be in the form of an email
- Funds will be dispersed upon receipt of the award acceptance form from the organization

To be eligible to apply for funding:

- i. Must show proof that the organization and or student has gone through Council for Student Organizations (CSO) and or the Student Government Association's (SGA) Finance Committee
 1. You must provide the College of Business Administration (CBA) with a copy of the acceptance and or rejection letter CSO and SGA distributes
 2. If CSO or SGA awards you with funds, make sure to include in the budget you submitted
- ii. Volunteering at CBA Events (Total of 20) Include in Power Point presentation.
 1. Minimum of a 5 volunteers per organization to help out during the event
 2. A minimum of 15 organization members in attendance at the same CBA event
- iii. Business Logo Placement "Sponsored by the College of Business"
 1. Placement of the CBA logo on program, materials, and/or organization website, whichever is applicable
 2. Logo will be e-mailed to you along with award acceptance form
- iv. Budget must be submitted along with this application
- v. Proof of Fundraising

1. Submit a statement that shows you've taken measures to fundraise for this event/ conference.
 2. Types of fundraising include but are not limited to: corporate and small business donations, carwashes, Dolphin Stadium, American Airlines Arena, etc.
- vi. Post-event/conference update
1. No later than 30 days after your event/conference, contact Yanyan San Luis at ysanluis@fiu.edu or 305-348-0501 to share your results.
 2. Post-event will usually result in an article featured in BizNews and/or our printed publications

Categories to apply under:

The opening paragraph of your application should have 200 words or less that describe what category your event or conference falls under. Please include in you power point what category your event falls under.

- II. Enhancement of CBA reputation/vision
- III. Legacy
- IV. Professional Development
- V. Collaboration/Community Outreach

CONTACT INFORMATION

Student/Representative Name			Panther ID#	
Organization/Department Name			Street Address	
City	State	Zip Code	Email Address	Telephone #
Total Amount Requested			Program Title	

**COLLEGE OF BUSINESS ADMINISTRATION QUESTIONNAIRE
AND POWER POINT PRESENTATION**

Please submit a short program proposal with your request for the College of Business Administration.

The proposal must include the following information in order for the College of Business Administration to consider it.

- 1) Description of program or event & how it will further the:
 - a. Business knowledge of those students that participate
 - b. The reputation of the CBA

- 2) Date & Location of proposed program or event
- 3) Number of active members currently in your organization
- 4) Description of your organization
- 5) Is the program or event open to all of FIU?
- 6) Is the program or event open to all of CBA?
- 7) Number of Business Student participants
- 8) Number of other major participants
- 9) How would this program benefit and/or enhance the mission of the School of Business?
- 10) List of companies or proposed sponsors to be in attendance or provide any form of support for this program
- 11) Provide any update of dropped or added sponsors *immediately* to CBA (taking no more than 24hrs to inform CBA after it has been made known to you)
- 12) List names and contact information of sponsors or of event coordinator of the program if contact information of sponsors are not available
- 13) Provide proof and documentation of fundraising efforts for this program thus far
- 14) Provide fund allocation and budget breakdown of program
- 15) Are you planning on charging attendees or selling any tickets for this program? Price point(s)?
- 16) Please list all student organization(s) you plan on collaborating with on this program if any
- 17) If funds are not granted how would this effect your organization?
- 18) Who is the FIU faculty/staff member that will be joining you on the conference?
*If you do not have one, we will supply one for you.

Funds allocated in a particular semester (i.e. Spring, Summer, and Fall) must be used for that agreed upon semester with no chances of said fund or any residual money being used for any other semester or program

NOTE: Please use this as the cover page to your application