

**COLLEGE OF AGRICULTURE AND LIFE SCIENCES  
STUDENT ORGANIZATION FUNDING REQUEST**

For more than a century, the College of Agriculture and Life Sciences at Cornell University has translated robust and responsible scientific exploration into sustainable innovation for the public good. The broad expertise and programmatic reach of the college coalesce around four focal areas: Food and Energy Systems, Social Sciences, Life Sciences, and Environmental Sciences.

Please complete the following application if you are requesting funding from the Dean of the College of Agriculture and Life Sciences.

It is important to note that the Associate Deans across the colleges have a firm agreement with Ryan Lombardi, VP for Student and Campus Life and the office of the Dean of Students, to refer all student organization related requests, where there is a **cross-college** interest, to the office of the Dean of Students. This funding request should be completed only for events directly related to the College of Agriculture and Life Sciences.

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**Group requesting funding:** \_\_\_\_\_

**Name, phone number, and email address of the contact person for this application:**

Name	Phone Number	Email
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**Name, phone number and email address of the organization's executive board:**

President's Name	Phone Number	Email
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Name	Phone Number	Email
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Name	Phone Number	Email
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Advisor's Name	Phone Number	Email
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Account number and type of account to which approved funds can be transferred:

\_\_\_\_\_

Date of Submission: \_\_\_\_\_

Note: In order to be considered for funding before the end of the semester, please submit your application before November 1<sup>st</sup> (Fall Semester) or April 1<sup>st</sup> (Spring Semester). We will review applications on a rolling basis, and cannot guarantee review prior to a semester's end if this application is not received, in its entirety, by these dates.

**Please attach the following information to this application:**

- Description of your organization, including goals and mission
- A clearly labeled and organized budget for your event/project
- The amount of funding you are requesting and a justification for that amount
- Responses that could not fit on the application

**Please answer the following questions (attach additional sheets if necessary).**

Are you a CALS based organization? Yes  No

How many students are in your organization? \_\_\_\_\_

How many students actively participate in your organization? \_\_\_\_\_

How many CALS students will benefit from this event/project? \_\_\_\_\_

Amount of funding being requested: \_\_\_\_\_

On your attached budget clearly identify the **specific** items for which funding is being requested.

Have you registered with the Student Activities Office (SAO)? Yes  No

Have you applied for funding through the SAFC? Yes  No

If no, why not?

If yes attach a copy of your ...

- SAFC budget application
- SAFC budget allocation if you received funds

Have you applied for funding from a CALS department? Yes  No

If no, why not? If yes, from which department(s)?

Please provide us with the following information regarding all other outside sources of funding:

Source 1	Amount Requested / Amount Allocated
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Additional Information (e.g.: Portion received by CALS Students, reasons for denial of funding, etc)

Source 2	Amount Requested / Amount Allocated
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Additional Information (e.g.: Portion received by CALS Students, reasons for denial of funding, etc)

Source 3	Amount Requested / Amount Allocated
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Additional Information (e.g.: Portion received by CALS Students, reasons for denial of funding, etc)

Please estimate the current student contribution for this program: \_\_\_\_\_

How much has your organization fundraised? Does the entire group split this amount or only the individual who collected the funds? Please provide examples of fundraising events.

Please provide us with a clear and detailed description of your proposed event. Additionally, please explain how the CALS mission will benefit if your program is funded. (Use additional pages if necessary)

Further information regarding CALS mission statement can be found at:

<http://cals.cornell.edu/about/>

Signature of organization president \_\_\_\_\_

Signature of organization treasurer \_\_\_\_\_

Signature of organization advisor \_\_\_\_\_

**Submit completed applications to Mark Wysocki, 1114 Bradfield Hall. In addition, please notify the current SAC Chairs that a funding request has been submitted via email. Contact information for the current Chairs can be found at: <http://cals.cornell.edu/campus-life/student-organizations/sac/>**

Funding requests will be reviewed by a committee of CALS students who will then forward a recommendation to the Dean of the College. You will be notified of a decision once the peer review process is complete.

The CALS Student Advisory Council highly recommends that all groups present their application to the Council in person. If you are interested in doing so, please contact the current Chairs in order to arrange such a meeting.

\*\* All funded groups are required to provide the SAC with a follow-up report after the completion of your event. A brief (1-2 pages) synopsis of the event to be posted on our website is also required. If these obligations are not met your organization's future funding will be endangered.