

# **WELCOME TO THE ASUCR FUNDING**

**2018-2019**



# WHAT IS ASUCR TO STUDENT ORGS?

- Provides funding for all RSOs
- And provides a place where Orgs can meet (Bear's Den)



# TYPES OF ASUCR FUNDING

## **General ASUCR Funding**

- Must have open membership
- Funding for the academic school year (July-June)
- Begins at \$750, increases 10% every year after available upon request (Must sign up for a finance hearing)
- No more Auto-Renewal orgs
- Maximum of \$3,500
- Available weekly during Fall and Winter Quarter

# Grant Allocation

- All orgs are eligible for a grant allocation
- Funding for one event per year
- Only for ON CAMPUS events (banquets and networking dinner are not consider events)
- Events must be open to ALL students to attend
- Maximum of \$1,500
- Must sign up for a finance hearing
- Available weekly Fall, Winter, and Mid Spring Quarter

# Outreach

- Funds for on campus events which promote higher education to middle school, high school and transfer students
- Org must have a sponsoring department
- Maximum of \$10,000 per event
- Must sign up for an Outreach hearing
- Available once a Quarter

# GCAP-Green Grants

The Green Campus Action Plan is a branch of ASUCR that focuses on promoting sustainability through programming, internships, and grants

- Each project can receive up to \$4,000 per quarter, contingent on availability
- Larger quantities are available for projects that implement renewable energy
- Application for the grant can be found at [gcapucr.com](http://gcapucr.com)



# ACCOUNT ACTIVATION

- Student Orgs must be registered with Student Life
- Must activate their account yearly
- Will not be able to apply for funding unless the account has been activated
- Access to rollover will not be available until the account has been activated



# HOW TO ACTIVATE AN ACCOUNT?

- ❑ View the PowerPoint presentation
- ❑ Must pass the test with a minimum of 80%
- ❑ A minimum of 2 and maximum of 3 members must complete the test (Members usually consist of the President, the VP, and/or the Treasurer. All signers must be current full-time undergraduate students, which means must be enrolled in at least 12 units and cannot be wait-listed for any classes below the 12 units. These individuals are known as the Authorized Signers)
- ❑ Once the requirements are met, complete the [Authorized Signers Form](#) and return the original copy to the ASUCR office at the front desk. Wet signatures are required (handwritten in ink)



# FUNDING REQUIREMENTS FOR ORG SHIRTS :

- Must be listed on your org's budget
- Must include the ASUCR logo (minimum size 2x2)  
Preferably include the words "sponsored by"
- Will need to submit a Print Preview from the VENDOR showing the design and location of the ASUCR logo
- Will need to submit the proof along with a requisition
- Donate one org shirt to ASUCR that will be displayed at the Bear's Den
- **Strictly intended for t-shirts only  
no polos or jackets**

# HOW TO APPLY FOR FUNDING

1.) EMAIL the budget to the VP of Finance to [asucrfinance@ucr.edu](mailto:asucrfinance@ucr.edu)

2.) Sign up for a Finance Hearing(in person or by phone)

- Finance hearings will be held twice a week starting Week 1 of every Quarter.
- You can sign up starting Week 0.

# OUTREACH



What are Outreach  
Funds?

- Funds are given by the State specifically for encouraging students from middle school, high school, and transfer students to go to college
- Note: funds cannot be used for anything other than this purpose



# **OUTREACH DIRECTOR & COMMITTEE**

- ❖ The ASUCR Outreach Director provides oversight of the development and operation of the Outreach Allocation Funds at UC Riverside
- ❖ The Outreach Committee ensures fair distribution of funds and adequate use of funds

# ELIGIBILITY REQUIREMENTS

Outreach funds are available to student orgs that meet the following criteria:

- ❖ Must be registered with Student Life
- ❖ Must promote higher education through academic preparation activities
- ❖ Must plan and host outreach event on campus
- ❖ Must have a sponsoring department with Director's approval and signature

## Outreach Grant Information Sheet

### Background

Student Initiated Academic Preparation funds are made available from the California State budget legislation. The purpose of the grant is to fund student-led academic preparation activities, and increase the educational capacity of California school and educational opportunities for students from economically disadvantaged backgrounds. Specifically geared for California junior high, high school, and transfer students, with the goal of having those students enroll in an institution of higher education.

### Oversight

The ASUCR Outreach Director provides oversight of the development and operation of the Outreach Allocation Funds at UC Riverside. The Outreach Funds Committee ensures fair distribution and adequate use of funds.

### Eligibility to Apply

- Organizations must be registered with UC Riverside Student Life.
- Organizations must promote education through academic preparation activities.
- Organization must have a sponsoring department with the Director's approving signature.
- Organization must plan and host outreach event on campus.

### Application Process

1. Applicants must submit this application to the ASUCR Outreach Director by email to [asucROUTREACH@ucr.edu](mailto:asucROUTREACH@ucr.edu)  
Applications must be received at least **THREE** business days before the Outreach funds hearing.
2. When submitting your applications you must sign-up for an outreach hearing time slot.
3. **Optional:** it is advisable that grant requests receive a preliminary review (available by appointment) by the Outreach Director. To schedule an appointment contact the Outreach Director at **(951) 827-3621**.
4. A member(s) from your organization must attend an Outreach funds hearing, present and explain the event in detail.
5. Applicants and Directors will be notified by email after the decision has been made by the committee and been approved by the ASUCR Senate.

### Funding Requirements

1. Activities shall be UC Riverside student initiated.
2. Activities must include academic preparations efforts that contribute to increasing the academic achievement of educationally and or economically disadvantaged students to encourage achieving eligibility for college and university admission.
3. Activities shall focus on the recruitment and membership of junior high, high school, and community college students from underserved schools.
4. Activities shall include a framework of accountability, both financially and programmatic, that adheres to University policies and procedures.
5. A detailed agenda of the activity including the times and locations.

Applications are due to ASUCR by 5pm on **TBA**

For any questions, or to set up an application review appointment contact Outreach Director via email [asucROUTREACH@ucr.edu](mailto:asucROUTREACH@ucr.edu)

<b>2014-2015 Outreach Funds Application</b>			
1. Student Organization or Club name:		2. Total Grant Request	\$
3. Event Information:	Title	Date	Time Location
4. Contact Name:	First	Last	
Phone number:		Email address:	
5. State the purpose of the event and how the program will encourage it's participants to pursue higher education.			
6. A) What grade level are the participants?	A)		
B) How many participates will attend?	B)		
C) List city(s) and school(s)	C)		
7. A) Has this organization received outreach funds in the past?	A)		
B) If yes, what academic year, how much, and for what event?	B)		
C) What would the organization do if the event does not get funded, or fully funded?	C)		
8. To be funded the, UCR students must be involved in the implementation of the event.	A)		
A) Describe the role of UCR students in the event.	B)		
B) How many UCR volunteers will participate?			
9. A) Sponsoring department:	A) Department	Contact Person	Email
B) UCR FAU Account #:	B)		
C) Does the department require funds before or after the event?	C)		
10. What types of fundraising, sponsorships or donations have been planned for this event?	Source of Funds		Projected Income
	<b>Total Projected Income</b>		

### PROJECTED ACTIVITY BUDGET

Please provide a detailed projection of each budget line item request. Explain how these items will be used in the event. Include all relevant financial information in your projection (i.e. Vendor, Price and Quantity). Rank the priority of each line item. (1= Highest priority for the event) Actual quotes or cost estimates from vendors are highly encouraged.

EXPENSES	PRIORITY	DESCRIPTION	GRANT REQUEST	ALLOCATED	NOTES
TRANSPORTATION					
SUPPLIES					
PARKING					
FACILITY RENTAL					
FOOD					
PUBLICITY					
DECORATIONS					
MEDIA					
EQUIPMENT RENTAL					
T SHIRTS *ASUCR logo required					
TOTAL					

**\*IMPORTANT NOTES**

- All student organizations requesting a Outreach grant must be registered with Student Life
- Please submit an event agenda
- All grant recipients will be required to obtain a sponsoring department director signature

\_\_\_\_\_  
ORGANIZATION REPRESENTATIVE SIGNATURE

I agree that all information submitted above is factual and accurate. I also agree, if funded, to adhere to the approved budget. I understand that failure to do so may jeopardize both current and future funding eligibility.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DIRECTOR SIGNATURE OF SPONSORING DEPARTMENT

I agree to be held responsible as the director of the sponsoring department for this event. I also agree, to adhere to the approved budget. This application was thoroughly explained by a representative of the organization requesting funds.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
OUTREACH DIRECTOR SIGNATURE

Grant Application Completed

\_\_\_\_\_  
DATE



# OUTREACH HEARING PROCESS

Outreach hearings only happen once a quarter.

Dates are to be announced:

- Fall: October/November
  - Winter: January
  - Spring: April
- 
- Complete and submit your Outreach application
  - Sign up for an Outreach hearing
  - Note: Submit the application 3 days prior to outreach hearing



# HOW MUCH MONEY CAN BE AWARDED?

It depends on many different factors, including but not limited to:

- Maximum of \$10,000 per event
- the proposed budget submitted
- the number of clubs requesting money
- how many students will be benefiting from this event
- and most importantly how much money the State has given us for these events

# OUTREACH FUNDS 2018-2019

Rollover from 2017-2018

\$24,087.21

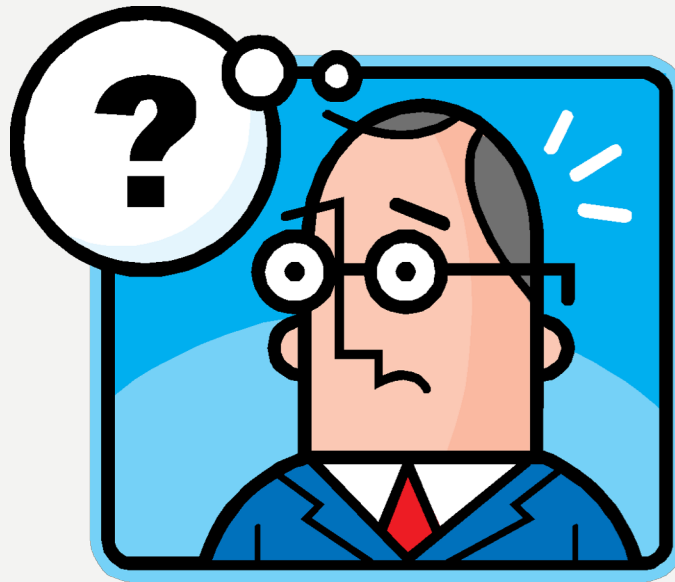
Allocations from the State

\$39,525.00

Total

\$63,612.21

# QUESTIONS



# Contact Info:

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VP Finance  
[asucrfinance@ucr.edu](mailto:asucrfinance@ucr.edu)

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