

ASBSU Grant Request Form 2019-2020

Questions? Review the Financial Code or contact asbsufunding@boisestate.edu.

What's Your Next Big Idea?

ASBSU provides funding for unique, signature events that create innovative opportunities for students, promote their participation in conferences, and bring students together in collaboration.

When seeking funding from the ASBSU Student Funding Board, please fill out this form.

IMPORTANT! All grant applicants are required to use the ASBSU budget templates provided below. Budgets of any other format will not be accepted, and requests will be reopened for re-submission using the proper template. Reopening a grant will reset your standing in the grant submission's first-come, first-served queue.

GRANT REQUEST REQUIRED TEMPLATES

(download appropriate file below, fill in your budget needs, attach completed budget(s) to this form, then submit)

ASBSU Event Budget Template
ASBSU Expense Budget Template
ASBSU Travel Budget Template

Please keep in mind several guidelines when applying:

ASBSU can only fund up to \$400 per student involved in your event or activity (up to \$4,000 per student organization).

To have your grant heard this grant request form must be submitted well in advance before the proposed event or travel.

All grants are reviewed for their relevance to the applying club or individual's mission and vision and in relation to the values of ASBSU funding.

Please note available funding is limited and not guaranteed.

Grant requests must be submitted by a current Approved Spender of the organization requesting funding or by the individual requesting funding in the case of individual grants.

There is no deadline for grant request submissions; however, ASBSU Student Funding Board reviews requests and schedules hearing appointments in the order in which grant requests are received.

Funding board hearings are typically held on Fridays between 10:30am-2:00pm in the Student Involvement and Leadership Center (except during Summer). After submitting your grant request, you will receive a follow up email from a member of the ASBSU funding board with more information about your hearing.

If you have any questions, please contact your ASBSU Funding Board at asbsufunding@boisestate.edu.

Type of Grant Requesting

Please specify the type of grant you are submitting. [Required]

Select the box that applies.

Valid input:

- Select only one choice.

- Individual Grant (Grants for single students)
 Direct Club Grant (Grants for a single club)
 Joint Club Grant (Grants for two or more clubs)

ASBSU code specifies that we can only grant \$400 per participant per event. Each club may request, but is not guaranteed, up to \$4000 throughout the academic year. [Required]

I understand

ASBSU is unable to fund events that count for academic credit. [Required]

I understand

I have read the Form Description and understand the time constraints that I must follow in order for this grant to be heard. [Required]

I understand

I understand that I am required to use the ASBSU provided budget templates and any other budget formats will not be accepted by the ASBSU funding board. [Required]

I understand

In order to receive funding, the event must be open and non-exclusive to all Boise State University students. [Required]

I understand

In order to receive funding, the event must be free of charge for all Boise State University students. [Required]

I understand

In order to be granted and receive funding from ASBSU, all participants must be current, fee-paying students. [Required]

I understand

In order to receive funding from ASBSU, a club officer must come to a grant hearing in order to discuss the grant, answer questions, and connect with the Student Funding Board. [Required]

I understand

ASBSU code specifies that we can only grant \$400 per participant per event. Each club may request, but is not guaranteed, up to \$4000 throughout the academic year. We are unable to fund events that count for academic credit. [Required]

I understand

Direct Club Grant

Submitter's Full Name: [Required]

Position in Organization: [Required]

Name of Club/Student Organization: [Required]

Please provide a short description of your club or organization. [Required]

Main purpose for requesting grant funding: [Required]

- Support for an event/activity on-campus
- Support for an event/activity off-campus
- Support to attend a conference/research
- Club/organization travel
- Club/Organization promotion
- Other reason

Boise State is a designated Carnegie Community Engagement University. ASBSU encourages student organizations to give back to our larger campus and Boise community through service and leadership. How do you plan to be active in the community outside BSU? [Required]
Please note responses to this question do not impact eligibility for ASBSU funding.

Please describe the relevance of your grant request to your club or organization's mission and vision. [Required]

How many students do you expect to participate in your event? [Required]

Please describe the event/activity: [Required]

Start Date of the Event: [Required]

End Date of the Event: [Required]

ASBSU exists for 2 purposes: (1) Facilitate educational, intellectual, social, and cultural engagement at the University, (2) advocate for the interests of students at the University. Please describe how your request aligns with these two core purposes: [Required]

What are 2-3 learning outcomes that you hope participants will receive as a result of your event/activity/travel? [Required]

How will you know when you've met these learning outcomes? [Required]

In the future would you like to receive updates on ASBSU-related events and opportunities? If yes, please include your e-mail address:
Please note responses to this question do not impact eligibility for ASBSU funding.
Valid input:
- name@myschool.edu

Joint Club Grant

Submitter's Full Name: [Required]

Submitter's Position in Organization: [Required]

First Club/Student Organization: [Required]

First Club/Student Organization: Please provide a short description of your club or organization. [Required]

Second Club/Student Organization: [Required]

Second Club/Student Organization: Please provide a short description of your club or organization. [Required]

Third Club/Student Organization:

Third Club/Student Organization: Please provide a short description of your club or organization.

Boise State is a designated Carnegie Community Engagement University. ASBSU encourages student organizations to give back to our larger campus and Boise community through service and leadership. How do you plan to be active in the community outside BSU? [Required]
Please note responses to this question do not impact eligibility for ASBSU funding.

Please describe how this event will further the mission and vision's of the clubs or organizations involved. [Required]

Please describe the event/activity, including when it will take place: [Required]

Start date of the event [Required]

End date of the event [Required]

Main purpose for requesting grant funding: [Required]

- Support for an event/activity on-campus
- Support for an event/activity off-campus
- Support to attend a conference/research
- Club/Organization promotion
- Other reason

Is this event on-campus or easily accessible to students? [Required]

Valid input:

- Select only one choice.

- Yes
- No

Is it free for students to attend this event? [Required]

Valid input:

- Select only one choice.

- Yes
- No

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How will you know when you've met these learning outcomes? [Required]

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Please note responses to this question do not impact eligibility for ASBSU funding.

Valid input:

- name@myschool.edu

Individual Grant Information

Your full name: [Required]

Name of event/activity: [Required]

Description of the event/activity, including when it will take place: [Required]

What other types of funding have you pursued? [Required]

Please describe your participation in this event/activity [Required]

What will you be bringing back to the students of Boise State? [Required]

Start date of the event [Required]

End date of the event [Required]

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Valid input:

- name@myschool.edu

Budget Submission

Total Grant Request Amount: [Required]

Please only submit the specific funds being requested from ASBSU.

Valid input:

- Numeric - ex: 1111

File Upload [Required]

Please upload a line item budget of your event/activity using the REQUIRED TEMPLATES that are located in the Files tab on the ASBSU Orgsync page. Download them, fill them out and attach the one that pertains to your grant to this page as the file. The 2 files are "Event funding request template" and "Travel funding request template." Please note your costs are to be exact or from well-researched estimates as the Funding Board will not approve "guesses."

File Upload

If you have any other documents to go with your grant please upload here.

Review and Submit

Please list your email address: [Required]

Please provide the email of the main contact.

Valid input:

- name@myschool.edu

Phone Number: [Required]

Please provide the phone number of the main contact.

Valid input:

- must be 10-15 digits long and may include only numbers, hyphens, and spaces.

Please list the email of an additional officer for your student organization. [Required]

Valid input:

- name@myschool.edu

Please list the email of your Student Organization's Advisor.

Valid input:

- name@myschool.edu

