Eberly College of Science Student Council Funding
Frequently Asked Questions, Expectations and Guidelines

The Eberly College of Science Student Council strives to aid development of Student Organizations monetarily and academically while building a community within the College by fostering collaboration and communication.

All Student Organizations are encouraged to request UPAC funding prior to Eberly College of Science Student Council funding.

Frequently Asked Questions

Who is eligible?

1. Recognized Student Organizations
   • Must have two board members (President and Treasurer), an Advisor and an ASA Account Number. Proof of such must be provided prior to funding
2. Organizations within Eberly College of Science
3. Organizations that span multiple Colleges within the University, including Eberly College of Science

How is eligibility defined?

• A representative from the Organization must attend a meeting to discuss a funding request
  
  A meeting to discuss funding will be scheduled within two weeks of receiving a funding request

What factors are considered when allocating funds?

• Funding is provided when the Council recognizes common goals between the Student Organization and the Council such as club development (i.e., advertisement, event co-sponsoring) and academic development (i.e., conferences, science related events).
• An Organization’s current funding, outside funding sources (i.e. from Alumni or Corporate Sponsors) and fundraising efforts will be considered. This is not an all-inclusive listing of considerations; considerations vary from Organization to Organization depending on need and individual circumstances.
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What expenses are supported?

**Travel**: Local/International; Events related to science (i.e., conferences, symposiums, etc.).

**Events**: Science related events that build community, events that allow academic development of students and events that are specific to the goals and purpose of individual Organizations.

**Advertisement**: Club, event and fundraiser advertisements.

What specific expenses are not supported?

Food for events, dinners, luncheons, etc., will not be funded unless these expenses are incurred through an Organization's event, conference, fundraiser, etc.

Is there a deadline by which Organizations must request money?

Each semester there will be a beginning date, but no end date. The Council will continue to allocate money until the funds are exhausted.

*Funding is allocated on a first come, first serve basis, until funds are exhausted.*

Is there a maximum that a club can ask for?

*A maximum will be stated when the beginning date for funding is announced.*

The Council’s budget, current finances and external funding sources determine the maximum. Other factors such as the number of Organizations within the College and how many requests are expected based on prior semesters are also considered.

How is an agreement for funding established?

After meeting with an Organization’s Requestor and discussion of need, finances and other pertinent information occurs, an agreement between the Council Treasurer and President and the Organization’s Requestor for a certain amount will be confirmed. The funding amount will be voted upon at the Council’s next General Meeting. The Organization’s Requestor will be notified immediately and funding will be directly deposited to the Organization’s ASA account as soon as possible.
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How will the funding be distributed?

When an agreement of funding for an Organization has been made, the funding will be directly deposited to the Organization’s ASA account. *Cash or check will not be directly given to the Organization -- There is no exception to this regulation.*

Expectations of Organizations Requesting Funding

General expectations

- Join and actively engage in the Eberly Organizations ANGEL group
- A representative must attend and engage in the Council's General Meetings
- The President and/or Vice President from the Organization must attend a Roundtable once a semester
- Acknowledge Eberly College of Science Student Council as a funding source on the Organization's website, advertisements, etc.

Event Funding Expectations

- Acknowledge the Eberly College of Science Student Council as an event cosponsor
- Provide the Council with a three-sentence blurb to be featured on Eberly College of Science Student Council Website
- Provide a small report of the event on the Eberly Organizations ANGEL group

Funding Request Guidelines

- Fill out the Funding Request Form found on the ANGEL group and Eberly College of Science Student Council Website: [http://sites.psu.edu/ecosstudentcouncil/](http://sites.psu.edu/ecosstudentcouncil/).

- Email the completed Funding Request to eberlystudentcouncil@gmail.com AND Bhavik Modasia (Treasurer), bkm5145@psu.edu.

  *Signing of the request will occur after an agreement has been made.*

When a meeting to discuss funding has been scheduled, please be prepared to discuss the purpose of your Organization and the purpose for funding the particular event or program. Please also prepare a summary of your Organization’s current finances, budget, external funding sources and fundraising.
Science Organization Funding Request
Eberly College of Sciences Student Council

Name of Requester:
Officers:
   President:
   Treasurer:
Name of Organization:
Date:
ASA Account Number:
Amount Requested:
Event/Program for Use:

Please briefly describe the above-mentioned event or program.

Please list the individual expenses for which you would like to be supported.

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Science Organization Funding Request
Eberly College of Sciences Student Council

Requesting Officer Signature:_____________________
ECoS Officer Signature:_____________________

*Signing of the request will occur after an agreement is made.

When a meeting to discuss funding has been scheduled, please be prepared to discuss the purpose of your Organization and the purpose of funding this particular event or program. Please also prepare a summary of your Organization’s current finances, budget, external funding sources and fundraising.

*Please seek funding from UPAC prior to requesting Eberly College of Science Student Council funding.

Email request form to eberlystudentcouncil@gmail.com AND to Bhavik Modasia (Treasurer), bkm5145@psu.edu.