Worksheet for Student Groups Requesting Funds from WGSS

The Women’s Gender and Sexuality Studies Program requires at least 4 weeks’ notice for fund requests before a proposed event. The more details you write here, the better able we will be able to make the decision for funding your event.

Your/Your Groups’ Name: ____________________ Today’s Date: ______________

1) Event you are requesting funds for:

2) When is the event scheduled for?

3) Where will it be held?

4) Will there be any sort of coursework, lectures of panels associated with the event? If so, what type?

5) In your/your organization’s eyes, describe how/why this event is associated with Women’s Gender and Sexuality Studies.

6) Have you/your group worked with WGSS in the past and if so, in what capacity?
7) Budget: Please provide a detailed budget for the event. Be sure to indicate any other funds you have requested and/or received from other departments, centers, or other campus funds.

8) Is there anything else we should know about your event that may be important or relevant for our funding decision?