



Student Event Financial Assistance Request Form

The GSA has funding available to support its members in planning academic or social events. To be considered for financial assistance, an event must contribute to the advancement of the GSA's mandate, as found at <http://people.uleth.ca/~gsa/mandate/>. Applications must be received at least two weeks before the date of the event, and may be submitted online to gsa@uleth.ca or to the GSA office, D413.

GSA Council will consider funding applications on an individual basis. Any one group may apply for this funding a maximum of one time per year (May – April). Events at which alcohol will be available will not be funded. Depending upon the nature of the event, attendees may be required to sign waivers of responsibility before funding is provided. The maximum amount that will be awarded for any event is the lesser of \$400 or 50% of the budgeted cost of the event. Payment will usually be made only upon the provision of receipts to GSA Council.

One person associated with planning the event should take responsibility for communicating with GSA Council, and provide the following information. All information collected is confidential, and will be used only by GSA Council to determine eligibility for financial assistance.

Name: _____ Student ID #: _____

Email: _____

Phone: _____ Cellular: _____

Total amount requested: _____ **Date of Event:** _____

Please attach an explanation of the planned event, including its location, purpose, and the projected number of graduate students attending. Also attach a budget for the event.

I certify that the information provided on this form and on the attached documents is true and accurate.

Name of Representative (please print)

Signature

Date

For instructions or help with completing this form, please contact the GSA at gsa@uleth.ca.