

# WCSA Funding Proposal Form

Any Westmont student, faculty or staff member is eligible to submit a funding request to WCSA. WCSA strives to utilize its budget to meet the needs of our campus and our student body. Past proposals have included funding the purchase of fruit trees for the Westmont garden and partnering with the library to provide coffee and snacks during finals week. Funds have also supported student initiated events such as film festivals and movie screenings.

Each proposal is examined by WCSA. Then, WCSA will vote on whether to approval the proposal. You will be notified by e-mail regarding the decision on your funding proposal generally within two weeks.

## Guidelines:

Be thorough in filling out the funding proposal form. Please provide as much detail as possible regarding the purpose of the request and funding desired. Failure to do so may result in a delay.

Funding proposals need to be submitted at least 2 weeks prior to request need or event. Funding proposals outside of this time frame may still be submitted but are they are unlikely to be approved.

If you are requesting funds for a campus event, please complete the event proposal form on the Campus Life Office website prior to completing a WCSA funding proposal. All events must be approved and sponsored by a campus department or student organization prior to receiving funding.

You are highly encouraged to come to clarify the purpose of your funding proposal at the meeting following your request submission. This is to prevent any delays in funding your request.

If your funding proposal is approved, it is imperative that you present WCSA the receipts of your purchases. Failure to produce receipts could result in WCSA concluding to suspend an individual's or organization's ability to request funding.

Please see the WCSA Website (<https://www.westmont.edu/student-life/campus-activities/westmont-college-student-association>) for FAQs.

## Westmont College Mission Statement:

Westmont College is an undergraduate, residential, Christian, liberal arts community serving God's kingdom by cultivating thoughtful scholars, grateful servants and faithful leaders for global engagement

with the academy, church and world.

WCSA Mission Statement:

WCSA is the voice that represents the diverse views, beliefs, needs, and desires of our student body. We seek to unify faculty, staff, administration, and students by promoting communication and initiating change at Westmont College.

Group Name \*

VK RA

Contact Person \*

Freeman Wright

Contact Email \*

frwright@westmont.edu

Project Name \*

13th Annual Lighting of VK

Department Affiliation \*

ResLife

Proposal Date \*

MM DD YYYY

11 / 29 / 2021

Project Date \*

MM DD YYYY

12 / 02 / 2021

Is the event open to the entire student body? \*

Yes

No

Has your group submitted a funding proposal before? \*

Yes

No

If yes, when?

Halloween

Describe the nature of your project (Target population, number of students involved, length of project, etc.) \*

Targeting the VK Population, employing the VK Staff, and aiming to last around 2+ hours or so

What do you hope to achieve with this project? \*

A banging VK Hall event

How much money are you requesting from WCSA? Please provide an itemized budget (item, price, and total amount). \*

Lights - \$50

Cocoa/Christmas cookies/Christmas refreshments - \$50

Ornament making supplies - \$50

Gingerbread house making supplies - \$50

Total estimated cost of \$200

How does your project relate to the mission of the college and WCSA? (Mission statements are at the top of this form) \*

As this college is residential it is up to Res Life to ensure the creation of events that bind the community of our hall together. The 13th annual Lighting of VK has been a tradition for, you guessed it, the past 12 years! We are seeking financial help from WCSA with the understanding that it is willing and able to help Res Life actively create fun events that students can benefit from.

Payment Logistics (provide who to pay and the account #) \*

We would ask for a reimbursement of a receipt and would reach out to the business manager after the costs. Or give the money to our VK Hall Programming @ 11-54500-54012

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