

Default Question Block

ASI Impact Grant

Request Deadline: April 6, 2018

IMPORTANT INFORMATION

- Grant requests will be considered for expenses related to Student Success.
- Grant requests shall not exceed \$10,000 per department, and \$1,000 for clubs.
- Grant requests shall be submitted only by clubs/organizations in the Division of Student Affairs and Enrollment Management OR by departments within the eight academic colleges: Arts and Humanities, Craig School of Business, Health and Human Services, JCAST, Kremen School of Education, Lyles College of Engineering, Science and Mathematics, Social Sciences.
- All supporting documents shall be attached to the application (i.e. quotes, invoices, photos, etc.)
- The application will be available on the ASI website.
- Applicants may be required to meet with the ASI Review Committee to explain the request in greater detail.
- The deadline to submit expenses/invoices is **January 10, 2019**.
- Please direct all questions to the ASI office 559-278-2656. If you would like to speak with the Vice President of Finance, Cam Patterson, please call 559-278-2656 or stop by USU 317 to set up an appointment.

EXPENSE PROCEDURE

- An ASI Signature Form (located on the ASI website) should be signed by the College Dean and ASI Senator and turned in to the ASI Business Office (USU 317) along with the grant expense forms.
- Submitting Expense Claims:
 1. Funds must be spent in accordance with the proposal submitted and approved. No expenditures in excess of the approved allocations are permitted.
 2. Please route grant expenditures through Associated Students, Inc., Room USU 317/MS SU-32.
 3. All expense claims must be signed by College Dean and ASI Senator and have proper support documentation, i.e. invoices, original receipts and/or proof of purchase.
 4. Requisitions for materials and P.O.s will be processed through the school/college or department through their approved procedures. ASI will need to pay from a Fresno State Accounting Invoice.
 5. Reimbursements for original receipts, credit card purchases, Fresno State invoices and direct to vendor invoices must be turned in no later than January 10, 2019..
 6. Grant awards are for the Fall 2018 only. Unspent allocations do not carry over to the next fiscal year.

I. PROGRAM INFORMATION

Department/Club/Organization

Name of project

Contact person

Email

Phone

Department/Club/Organization Phone

Department/Club/Organization Mail Stop

Are related applications being submitted?

 Yes No**II. EXPENSES**List ALL **total anticipated costs** related to the funds being requested.

Technology

\$ 0

Sustainability

\$ 0

Clubs	\$ 0
General Programming	\$ 0
Total	\$ 0

List ALL total requested amounts

» Technology	\$ 0
» Sustainability	\$ 0
» Clubs	\$ 0
» General Programming	\$ 0
Total	\$ 0

Please provide a brief explanation of the amounts requested for each line item

Explanation

» Technology	//
» Sustainability	//
» Clubs	//
» General Programming	//

Block 1

III. QUESTIONS AND ANSWERS

Please limit your response to each question to 150 words. Attach additional documentation as necessary (quotes, invoices, photos).

What is the purpose of the funding that is being requested?

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How many Fresno State students will benefit from the funding being requested? Please list any courses or student clubs/organization that will directly benefit from this grant

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Describe the impact your request will have on students directly and indirectly.

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Supporting document 1

Supporting document 2

Supporting document 3