



A U S A S E N A T E
D I V E R S I T Y F U N D I N G A P P L I C A T I O N
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Please complete and print this form and submit it to the mailbox of Joel Portman, Diversity Committee Chairman, in the Campus Life Suite (Driscoll North, Top Floor). ALSO e-mail this form to jportman@du.edu. You may use additional sheets if necessary.

Organization (must be a licensed organization of AUSA):

Name of Event:

Contact Person:

Phone Number:

Email Address:

Please answer the following questions (failure to do so could result in processing delays).

1. Have you ever applied for Diversity funding? If yes, please indicate when and what the event was.
2. Please describe the project or event that you are asking funding for. Please include proposed date and location.
3. Please include a detailed cost breakdown of the proposed event or project *and what your total funding request is from the Diversity Committee.*
4. How does the event promote/educate the undergraduate University community about multicultural awareness? Also, how will it benefit the entire University of Denver undergraduate community?
5. Have you received sponsorship from any other departments or conducted any of your own fundraising? If yes, please indicate who your sponsors are and your fundraising activities; including total funds raised from each source. If no, please indicate if you plan to fundraise from other sources and your timeline for doing so.
6. What is your organization's current balance? (This information can be obtained from the Comptroller's Office in the Campus Life Suite, room 228.) How much of your event is being paid for from your organization's account?
7. Any additional comments?

FOR OFFICE USE ONLY

Date Received:

Received By:

Additional Notes

- All organizations receiving funding must attend a Diversity Committee meeting to present their proposal *prior to their event*. Please set up an appointment to present at a meeting by e-mailing, Diversity Committee Chairman Joel Portman at jportman@du.edu.
- Any group requesting funding from the AUSA Diversity Committee must supply a printed copy of the organization's budget from the Student Comptroller's Office. This budget summary must be supplied in the form of a hard copy at least two days prior to presentation of the application to the AUSA Diversity Committee. This hard copy must be submitted to the mailbox of the Committee Chair Joel Portman in Driscoll Center North. The budget will be used, among other purposes, to verify that student organizations applying for funding will not have excess funds remaining in their accounts at the end of the school year - i.e. that they are using their allocated budget before applying for additional funding that may not be needed.
- Upon receiving funding from the AUSA Diversity Committee, organizations are asked to state on all publicity publications that your program/event is sponsored by the AUSA Diversity Committee OR have our logo affixed to any fliers, programs, etc.
- Upon completing the event/program sponsored by the AUSA Diversity Committee, the funded organization will present the outcome of the event to the Diversity Committee and will answer the following questions to be turned in at the time of presentation to the Diversity Committee:
 - Was the event successful? (indicate the number of people and DU students attending event).
 - How did the Diversity Committee funding help your event?
 - Is this an event that would be successful in the future?
 - Please bring a copy of your publicity publications and or program of the event with the AUSA Diversity logo or name on the publication.
- There will be no retroactive funding for any events. Any group/organization requesting funding from the Diversity Committee must do so prior to the event and **before** spending any money requested from the Diversity Committee.
- If you have any questions, please do not hesitate to contact Diversity Committee Chairman Joel Portman at jportman@du.edu.