



SOCIETY of GRADUATE STUDENTS / GRAD CLUB

University Community Centre, Room 260, University of Western Ontario
London, Ontario, CANADA, N6A 3K7

- Telephone: 519-661-3394 • Fax: 519-661-3374 • Email: sogs@uwo.ca • Website: www.uwo.ca/sogs

Graduate Sponsorship Application

Contact Name

Student Number

Department

Payee/Organization

E-mail address

Phone Number

Sponsorship is not guaranteed but if awarded the amount will be up to a maximum of \$250/event and applications must include the following in order to be considered:

Letter of Intent (including description of event, date and students who will benefit) _____

Detailed budget _____

List of potential and confirmed sources of revenue _____

Number of Receipts attached _____

Note: You may be asked to present this information at a SOGS Executive, Finance Committee and/or Council meeting. Please refer to the by-laws governing Project Sponsorships/Grants:

1. The Society of Graduate Students makes funds available for special projects and events benefiting the majority of graduate students at the University of Western Ontario and not for external philanthropic purposes.
2. Completed applications must be submitted to the SOGS office to be reviewed by the Executive, Finance Committee and/or Council.
3. The Executive, Finance Committee and/or Council have the authority to debate this submission and vote on acceptance.
4. Executive, Committee and/or Council members must abstain from voting on requests submitted by themselves or affiliated persons, departments, etc.
5. General Regulations:
 - i) Applications for Sponsorships/Grants must be complete or they will not be considered.
 - ii) All applications must include a budget that outlines all other sources of revenue, receipts of expenses must be submitted and funds matched.
 - iii) Sponsorships/Grants may not be used for departmental operating expenses.
 - iv) Priority will be given to applications that will benefit the largest number of graduate students. However special consideration will be given to projects of extraordinary merit.

- v) All individuals, organizations or departments receiving funds must acknowledge they received funding from SOGS in any publications, broadcasts or advertisements for the event.