



SFSS GRANT PROGRAM PROPOSAL FORM

1. PROPONENT INFORMATION

First Name: _____
Last Name: _____
Email: _____
Telephone: _____
Name of SFSS Group: _____
Proposal Title: _____

2. PROJECT PLAN

Please describe the proposed project/event.

Event/Project location: _____
Event Date: _____

Please attach all supporting documents for this application (set up diagram, posters, A/V list etc.)

3. MANDATE OF THE SFSS

The SFSS has selected the following 4 Pillars as the foundation for all events and projects that the Society supports. Please choose the ones that apply for your proposed event/project and explain how it will support each Pillar:

- () Social _____
- () Academic _____
- () Financial _____
- () Health and Well-being _____

4. MANDATE OF THE CLUB / STUDENT UNION / GROUP

What is the mandate of your SU/Club/Group and how does this event/project support it?

5. SUCCESS OF PREVIOUS EVENTS/PROJECTS FUNDED BY THE SFSS:

Please attach the Final Report/Event Summary Form for the previous grant application.

6. SCOPE OF THE PROJECT/EVENT

Who will participate/benefit from this event/project?

Please break down the numbers into the following categories:

- SFU students: _____
- SFU staff/faculty: _____
- Non-SFU students: _____
- Invited speakers/presenters: _____
- General public: _____

7. COLLABORATION

Are you working with any other groups on this event/project? If yes, please list the groups.

If any of these groups are student unions, please attach their meeting minutes confirming their contributions.

8. ACCESSIBILITY

All events and projects supported by SFSS must be open to all members of SFSS.

I have read the Accessible event planning checklist (HERE) and agree to include a note on our advertising materials that accessibility accommodations are available upon request

9. BUDGET

9.1 EXPENSES (LIST)*

9.2 REVENUE*

Ticket sales _____
Sponsorship _____
Contributions from the applicants (DSUs, Clubs, etc.) _____
Other:

9.3 GRANT AMOUNT REQUESTED*

Please note that the SFSS requires at least 10 calendar days (excluding submission and event day) to process Grant requests. Please refer to the SFSS granting Program Guidelines for more information.