Co-Sponsored Events

Campus and community wide events that utilize Southern Miss Gulf Coast SGA Funds must contribute to the whole of student life on the Gulf Coast campus. The event must accept the following qualifications:

a. Southern Miss Gulf Coast SGA must be listed as the primary sponsor for the event if they are the primary financial contributor. However, SGA can co-sponsor the event with student organizations, outside parties, or the University.

b. All funds, if any, generated will be evenly divided amongst all student organizations participating in the event after taking into account costs associated with planning the event. This qualification can only be waived by vote of the Southern Miss Gulf Coast SGA and approval by the SGA advisors with the understanding that waiving such will contribute to student life at Southern Miss Gulf Coast.

c. The Activities Chair or his/her designated representative(s) must be actively involved in the planning of the event.

d. Student Organizations desiring funding from the Southern Miss Gulf Coast SGA must (1) submit a written budget by means of the Event Form for the event to the Activities Chair; (2) explain in writing what the event is and who is the responsible party/parties for the event; (3) must explain in writing how this event will improve the whole of student life at Southern Miss Gulf Coast
Event Request Form

Event: ___________________________ Date/Time of Event: ___________________________

Description of Event: _____________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

Organization & Contact Information: ______________________________________________

Itemized List of Actual Expenditures:

<table>
<thead>
<tr>
<th>Expense</th>
<th>Total Cost</th>
<th>Vendor</th>
<th>Vendor Contact Info</th>
</tr>
</thead>
<tbody>
<tr>
<td>Room Rental</td>
<td></td>
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<td></td>
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<tr>
<td>Entertainment</td>
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<td>Travel/Lodging</td>
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<td>Food</td>
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<td>Supplies</td>
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<tr>
<td>Other</td>
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</tr>
</tbody>
</table>

Explain why your Student Organization is requesting funding from SGA and how this event will improve the whole of student life at Southern Miss Gulf Coast. Attach document if needed.

Amount Requested: $______

Total Cost for Event: $______

For SGA Use Only

Approved Funding: Y/N  Amount Approved $_________

If funding is not approved, SGA will attach a separate explanation form.