

Discretionary Funding Guidelines

Graduate Student Government



The Graduate Student Government offers discretionary funding for Michigan Tech student organizations that require extra funds for on-campus events. This document provides an outline of basic requirements for obtaining GSG discretionary funding for your organization.

The Graduate Student Government (hereafter GSG) Ways and Means Committee, consists of the GSG Treasurer who chair the committee and a minimum of two departmental representatives of GSG. They shall process all requests and ensure that the requests adhere to the GSG bylaws. GSG reserves the right to invite Michigan Tech organization leaders to assist in the review process, as necessary. The goal of these funding guidelines is to streamline the process in which student organizations can request and receive funding for events on the Michigan Tech campus.

Once application materials are turned in, a representative of the organization may be invited to the next GSG General Body meeting to give a brief presentation of their event and answer questions. The GSG Ways and Means Committee Chair will then present a recommendation to the General Body at which point they will discuss and vote on the request. In order to become a funded request it must pass a vote by 2/3 majority of quorum.

Organizational Regulations

Student organizations must meet the following criteria to qualify for discretionary funding through GSG:

1. Completed application materials must be received in accordance with the deadline specified in the GSG bylaws (Section VI.E.ii);
2. Organization must be comprised of mostly graduate students;
3. Organization must display the GSG logo on publicity materials;
4. Organizations may receive discretionary funding one time per semester.
5. No request can ask for more than 20% of the discretionary budget that is determined at the beginning of the session.

NOTE: *The funds cannot be used for the purchase of apparel, free giveaways, or alcoholic beverages.*

Application Requirements

To apply for GSG discretionary funding, please complete the following:

1. [Discretionary Funding Request form](#);
2. Attend any requested meetings;
3. Provide any requested documentation and breakdowns concerning budget, advertising, event and organization;
4. Have a short presentation on the event prepared and be able to answer questions about the event.

NOTE: *All reimbursement requests must be made no later than 30 days after the end of the session (April 30th). Request must be made no less than 2 weeks prior to the event.*