

## Gender and Sexuality Center Request for Funding

Name: \_\_\_\_\_

Organization: \_\_\_\_\_ Title in Organization: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

- A. On an attached sheet of paper, please answer the following questions:
- a. What is the mission of your organization?
  - b. Describe the event you are requesting funds for.
  - c. What are your goals for the event and how will these goals fulfill your mission?
  - d. How will this event fulfill the mission of the Gender and Sexuality Center.
- B. Budget. On a separate sheet of paper, please provide the following information:
- a. A list of your expenses.
  - b. A list of revenue sources, not including your request to the GSC.
  - c. The amount you are requesting from the GSC, and which expense(s) these funds will cover. Please note that GSC funds can be used for only the following:
    - i. Office supplies
    - ii. Copying/Printing
    - iii. Advertising in the Daily Texan.
    - iv. Room rental.
    - v. Physical plant charges.
    - vi. Banners.
- C. For your references:  
The mission of the Gender and Sexuality Center is to provide safe spaces for all members of the UT Austin community to explore, organize, and promote learning around issues of gender and sexuality. The center also facilitates a greater responsiveness to the needs of women and the LGBTQ communities through education, outreach, and advocacy.
- D. Submit an application **at least 30 days prior** to date that funds are needed.
- In person: Student Services Building G1.408
  - Via fax: (512) 232-1909
  - Via email: [gsc@uts.cc.utexas.edu](mailto:gsc@uts.cc.utexas.edu)
  - Via emailing address: 1 University Station A5800, Austin, TX 78712-0175
  - For questions call: (512) 232-1831

Gender and Sexuality Center  
SSB G1.408  
(512)-232-1831  
[www.utgsc.com](http://www.utgsc.com)  
[gsc@uts.cc.utexas.edu](mailto:gsc@uts.cc.utexas.edu)

## **University of Texas at Austin – Gender and Sexuality Center Student Organization Co-Sponsorship Program**

### Purpose

Through this program, the Gender and Sexuality Center (GSC) seeks to share its resources with organizations whose work reflects the mission of the GSC, thereby furthering the work of the organizations and the mission of the GSC.

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### Guidelines

- A. All requests for funding must be submitted using the attached application form, and **submitted at least 30 days prior** to date that funds are needed.
- B. The GSC will accept only one application per organization per funding cycle (funding cycle are one academic year). Preference will be given to those who have not received funding from the GSC previously.
- C. Acknowledgment of the GSC's support of the project/event must be made on all printed materials related to the project/event.
- D. A final report must be submitted to the GSC within 15 days following your event. If your request is not for an event, then consult with the GSC staff to determine a due date for your final report.

Final reports must include a narrative (no more than one page) that describes your event and whether or not it was successful in fulfilling your organization's mission, as well as the mission of the GSC. Please include the number of people served by your program, including those in your group and those who came to the event.

**Please note:** If you do not submit a final report, your organization must then return the funds to the GSC, and your organization may be ineligible to request additional funds from the GSC for up to one year.

- E. Tips in applying:
  - Make sure your event reflects the mission of the GSC. The goal of this program is to enable student organizations to host events that promote dialogue, education, and advocacy on issues related to gender and sexuality.
  - Be specific about how GSC funds will be used.
  - Proofread your application.

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