GUSA Finance & Appropriations Committee

**FY19 Budget Summit**

Student Activity Fee Funding Application

(APPLICATION B- For Non-Advisory Boards)

Please email this application and accompanying materials to gusafinanceandappropriations@gmail.com by **Tuesday, February 13, 2018 at 5:00 pm.**

**PART A.**

Name of Organization: Transfer Council

Mission of Organization: The Transfer Council is established for the purpose of supporting and advocating for all students who transfer to Georgetown University. We work to ensure that transfers feel welcome and are given the resources not only to succeed, but also to thrive. Our purpose will include, but is not limited to, advocating to improve the admissions process, orientation process, housing process and placement, academic life, and career preparation. Additionally, we will engage in programing to build an inclusive Transfer community.

GMS Worktags:

Cost Center, Program, Purpose, Fund

CC2820, PG002297, PP4002, 1701

**PART B.**

Please fill out the Application B Financial Information excel and attach to your submission email.

**PART C.**

Please answer the following questions in detail and provide any relevant documents:

1. Describe the program/project you would like to fund, implement or enhance.

We are looking towards continuing to fund Admitted Transfer Student Day, which is an integral part of the beginning of transfers’ Georgetown experience. We are also hoping to fund our event Transfer Council Thursday, which takes place every other week. It ranges from pizza dinners to bagels and coffee in the morning.

1. In what ways does this program/project enhance student life at Georgetown  
   University? How many students will it affect?  
     
   ATSD is an integral part of the beginning of transfers’ Georgetown experience. This is the first time for many students to visit the campus and to meet their transfer family. This is also an event that can help students make their decisions about transferring. The biweekly events serve to give new and old transfers a support network throughout the year.
2. What funding sources currently support this program? Will these sources continue to provide funding at the same level this year? What other sources have been explored before coming to GUSA?

We have applied for GUSA fund to fund this year’s Transfer Council Thursdays. Their funding is per event. We don’t qualify for SAC funding. We have previously applied to Corp Philanthropy for funding. We have also previously received 5000 from Fin-app.

1. Will this program comply with all University policies?  
    Yes
2. What level of financial risk does this project entail?  
     
    n/a
3. In what way will this program/project expand or relieve a financial burden on  
   students participating in this program?

Receiving funding for the completely student led, ATSD will help the students in their planning. In the past, we have had to rely heavily on donations for the event.

1. How are decisions made about the direction of this program? How are students  
   involved in the decision making process?

Voting membership shall be limited to persons officially connected with the University as enrolled undergraduate students. In addition, the following requirements are necessary to constitute voting membership.

Attendance at 75% of all meetings during a given semester. Active participation in 75% of activities sponsored by the Transfer Council unless the activity interferes with either a class or job.

All officers of Transfer Council are elected by club members.

Decisions regarding events will be made and discussed at regularly held meetings.

1. What is the long-term financial impact of this project? Will there be ongoing  
   maintenance costs?

With the expanding transfer community (the university has increased transfer admittances in the past year and plans to continue to), ATSD may need increased funding to meet the needs of larger incoming classes. The same could be said for the biweekly events. Both events will need to continue to be funded.

1. Will this program need more money in future years? To the best of your ability  
   provide information on project costs for the next two years.

With the expanding transfer community, we may need more money in the future. Because everything depends on the admissions office, it is impossible to tell how much the community will grow. We are currently asking for 7000 for these two events.

1. Has your organization/group previously applied to the Budget Summit? How much was the organization allocated? How was it used?

We received 5000 from fin-app and it was used last year to help fund ATSD.

**CERTIFICATION:**

By signing below, I hereby certify that the information enclosed is accurate to the best of  
my knowledge.

**Funding Request Form Submitted By: Erica Zeng**

**Name of Group Student Chair: Erica Zeng**

**Signature (type your name): Erica Zeng**

**Name of Group Advisor: Jihye Kim**

**Signature (type your name): Jihye Kim**

**Date: 2/10/18**

**Contact Email:** [**gez6@georgetown.edu**](mailto:gez6@georgetown.edu)

**Contact Phone Number: 9103791027**