

Dear Applicant,

Thank you for your interest in applying for funding from the Student Activities Fee for FY20. The Committee is excited to spend time getting to know the unique ways that your organization contributes to the vitality of student life at Georgetown.

The following application, in conjunction with your presentation at the Budget Summit, is designed to give the Committee a complete picture as to the past, present, and projected impact your organization makes on student life. The application is organized into five parts, A through E, explained in detail below. Your assigned liaison will guide you through the application and will be available to answer questions throughout the application process. Additionally, the Committee will hold two informational sessions to provide a comprehensive overview of the process. The Committee will also hold office hours during the duration of the application period. Please refer to the email announcement of this application for specific dates and locations.

As you complete your application, please keep in mind that the Committee will likely receive far more requests than the Student Activities Fee can accommodate. This fact necessitates the Committee make near-impossible judgements regarding the positive impact that each dollar allocated can make to enhance student life. Thus, the Committee carefully assesses each application based on the organization’s demonstrated impact on the Georgetown community.

The Committee thanks you for the time and effort spent compiling your financial data and answering our questions. We look forward to working with you throughout this process and hearing from you at the upcoming Budget Summit.

Best Regards,

Hayley Grande

Chair, GUSA Finance and Appropriations Committee

GUSA Finance & Appropriations Committee

**FY20 Budget Summit**

Student Activity Fee Funding Application

(APPLICATION A - Advisory Boards, GPB, the GUSA Executive-Elect and the Lecture Fund)

Please email this application and accompanying materials to gusafinapp@georgetown.edu by **Sunday, February 10, 2019 at 11:59 pm.**

**PART A.**

Name of Organization: Advisory Board for Club Sports

Mission of Organization: To facilitate and support the Club Sports community of Georgetown.

Total Amount of Funding Requested: $309,755

**PART B.**

Please complete the Financial Information (A) FY20 excel document and attach it to your email submission.

**PART C.**

Please attach a copy of the budgeting guidelines used by your organization for any and all purposes, and answer the following questions in this document:

1. In short, what is your organization’s budgeting or funding process? (Please provide a brief summary; specifics should be included in the budgeting guidelines you will attach).
2. If your full funding request is not met, what is the process in place to determine cuts to group budgets or programming?
3. Is there any other information you would like the Committee to consider regarding your organization’s budgeting process and guidelines?

**PART D.**

Please answer the following questions individually in this document:

1. How did your organization affect student life? Can this be measured?

The club sports community prides itself on being accepting and welcoming of all on an increasingly competitive and exclusive Georgetown campus. We provide over 800 Georgetown students (approximately 1 in 9 undergrads) a team, home, and family for them to immerse themselves in on the Hilltop. A home away from home. We provide them with a place to pursue their competitive passions on one of our 34 teams. We continue to grow every year as a community and continuously work to add new teams to diversify the competitive sports opportunities on and off campus. Club Table Tennis is wrapping up their first year as a Club Sport, Club Wresting is starting to get settled, and Club Skiing just passed through the CAB New Club Development process. Each year, our teams represent our community on a national scale - at tournaments, regionals, and nationals - across the country, and uphold our school’s standards of excellence.

The principle of cura personalis is intertwined with the mission of Georgetown University, which means “care of the whole person.” We believe that it is important for students to choose to supplement their academic curriculum with athletic pursuits, leading more comprehensive personal development. Club Sports contributes to student life by creating opportunities for leadership in the student body. Each team is student-run with the assistance of ABCS representatives to take care of day-to-day operations for each team.

1. How many clubs/groups compose your organization? Please list them, noting especially any clubs/groups added (or planned to be added) within FY19.

ABCS currently oversees 34 Club Sports here on campus. They include: (in alphabetical order) Badminton, Baseball, Boxing, Equestrian, Fencing, Field Hockey, Figure Skating, Golf, Men’s Basketball, Men’s Ice Hockey, Men’s Lacrosse, Men’s Rugby, Men’s Soccer, Men’s Squash, Men’s Ultimate, Men’s Volleyball, Men’s Water Polo, Polo, Rock Climbing, Running, Softball, Swimming, Table Tennis, Tennis, Triathlon, Women’s Basketball, Women’s Lacrosse, Women’s Rugby, Women’s Soccer, Women’s Squash, Women’s Ultimate, Women’s Volleyball, Women’s Water Polo, Wrestling.

Skiing was admitted to NCD in FY19.

1. What were significant challenges for your organization over the past year? What were significant successes for your organization over the past year?

Over the last year field space restrictions and our Athletic Trainer program have been two significant projects that ABCS had undertaken. This year we had some success with both, Kehoe Field is said to be available for usage in the fall and our Athletic Trainer, Katharine, was able to get her new space in Yates which would allow for her to better work with and assess the injured players in privacy.

Being that Kehoe is not ready for use until the Fall Semester we still had to struggle with the field restrictions on campus. With the high demand of Cooper Field from both Athletics and Intramurals, we are low on the totem pole for field space availability. Because of this we must have the liquidity to rent field space off-campus. Our field teams are displaced each week intramural is active and are concerned about the impact of the ongoing Cooper Field renovations will have on our access to the field. The cost of Visitation Field is nearing $13,000 and continues to increase every year. As well, the usage of the stables and ice rinks off campus has also increased over the last year. With the addition of Wresting early on FY19 we had to incur the costs it would take for the club to get started – mats, league dues, scales.

A success for ABCS was the successful implementation of the Dues Assistance Program. The program has always been a part of ABCS, but students hadn’t taken advantage of it. This year we were able to promote the program more allowing for more students to continue to participate in their sports without having to drop their team commitments because they couldn’t afford the dues.

1. Do you have any budget concerns for the next 5-10 years?

ABCS’ largest budget concern moving forward is managing field and court space. The Kehoe Renovation project has been approved to break ground beginning in July 2019, but we are still a significant amount of time away from being able to rely on Kehoe as a practice facility. In the meantime, we will still need to pay to use auxiliary facilities at Duke Ellington and Georgetown Visitation, especially considering we have added Men’s Lacrosse as a fully operational team. Since we have no history with a competitive Wrestling and Skiing team, we are not sure if they will need additional space outside of the Yates forum. Finally, due to the nature of our contracts with external facilities for clubs such as Ice Hockey, Equestrian, Squash, etc., we must be wary how the prices of each facility fluctuate in the coming years.

Outside of field space, ABCS has begun to expand our Athletic Trainer program out of the necessity to serve a greater portion of the club sports community. Currently, teams apply to have the services of our trainer, of which she accepts ten, mostly due to her lack of resources - both space itself, and personal bandwidth. We have recently moved her office to the old varsity weight room in Yates but run the risk of losing that space if Yates renovations - which seem to be on the horizon due to the aging state of the ceiling - were to impact that area of the gym.

Finally, ABCS continuously seeks to address the cost prohibitive nature of our team dues. We have initiated a dues assistance program to facilitate club participation in spite of high team dues, but unfortunately have not had the resources to set aside an amount larger than $3,000. While we have made significant strides in decreasing team dues across the board, we still see certain teams struggle to retain members despite their legitimate interest in the sport; for example, Club Polo is working its way through restoration due to sanctions placed upon them for not meeting membership requirements, which could potentially be attributed as a byproduct of their exorbitantly high team dues.

1. What level of financial risk does your organization incur? What type of event or circumstance prompts the use of your reserve account?

ABCS incurs a very low level of financial risk. As a board, we are committed to using our money efficiently and effectively. We are in constant communication with the leadership of all out teams, at the bare minimum sending out a weekly email to the club alias and individual leaders. We consistently stress the importance of “spending to zero” to the individual Presidents and Treasurers. ABCS takes the time to educate the student leaders of each team responsible spending practices and creates clear expectations for the utilization of all allocations. Many of our costs are fixed – transportation through the CSJ, league registration fees, field rentals – and we do not fund food of any kind, so our budget is composed of cost.

1. How could the Budget Summit process be improved this year? How could relations with GUSA be improved?

To be completely transparent, I am unfamiliar with the GUSA Budget Summit process, and would consider myself to blame for not being better educated about the process as a whole. While I was aware that I would be required to submit the ABCS Budget Request as part of my responsibilities as Chair of the Board, I would have appreciated if maybe the workshop for the finapp application process would’ve been available in the fall semester because it would allow for us to keep track of the things needed to complete this application. Otherwise, I have no complaints about the process itself, and was incredibly satisfied with the relationship that our board developed with our FinApp liaison. Working with Harry, who was a returning finapp liaison, was great because he understood the needs of the board and what it was we did for the Georgetown community so his input for this application helped out tremendously.

1. If you are requesting more funding for FY20 than FY19, please explain why.

ABCS believes that there are two aspects of the club sports community that make it unique on campus - the first being the inclusive nature of our teams that is rare among Georgetown student groups, and the second being the competitive opportunity that the programs allow. We aspire to incorporate teams that fill student needs not already being filled on campus by existing organizations but must acknowledge the startup cost that is inherent in incorporating new teams - specifically equipment, transportation, and league/tournament fees - who, without our funding, would have to have exorbitantly high dues. The average team dues decreased this year to $50 per individual, and while we have made significant progress in making the majority of teams financially accessible, we still operate in the reality where a third of our teams’ approach their club sports advisor about financial assistance. We believe that our dues assistance program has been successful for many of these teams but hope to expand the program in an effort to expand our accessibility.

Another significant success is the development of the Club Table Tennis team into a competitive sport. This is Table Tennis first year as a member of ABCS and being actively competitive, with that their girls’ team is going to regionals. As well, the Polo team has done well is developing into a dedicated group of athletes that regularly compete and adhere to the bylaws and regulations designated by ABCS. They have turned the program around and worked to make the sport more inclusive for those who have not played polo before. We are also excited to have added Club Wrestling and Table Tennis this Fiscal year and to have a Club Skiing team going through NCD; we hope to adequately fund them for their startup costs (potentially off-campus space)

In terms of facilitating competition, we are fortunate to oversee a group of exceptionally successful teams, almost half of which are invited to compete in their respective regional/national tournaments. This past year, we predicted that 14 teams would request a budget supplement to be able to compete in these tournaments and have received seven requests to date. Regional/national tournaments often take place over the course of a weekend, forcing teams to pay for transportation as well hotel rooms in addition to their registration fee. We set aside $45,000, an average of $3,000 per team, in FY19 to fund regional/nationals requests, but have not been able to fund most requests in full, as many exceed $4,000. We advise teams to fundraise the difference but have found that the burden normally falls on the parents to independently fund their travel. We hope to be able to lessen the financial burden of regional/national tournaments so that our teams have the opportunity to compete at the highest level and predicting that we will have even more teams invited to their national tournaments in the coming year with the increasing legitimacy of Men’s Lacrosse, Club Wrestling and Club Table Tennis.

In reference to my above comment regarding the new office space for our athletic trainer, we are funding our AT’s discretionary budget for medical resources and supplies. While we are excited about the expanded capabilities of our AT, we know that for the program to attain its optimal effectiveness, we must supply her with adequate resources to serve the 10 teams (400 individuals) that she is responsible for. We are going to continue to fund $8,000 of the AT’s salary, and hope to be able to provide adequate supplies as she moves offices.

In reference to our budgetary concerns for the next 5-10 years, two main areas of concern are field space and dues. We understand that the Finance and Appropriations committee has a finite amount of money to allocate and that there are many vital groups that also rely on your allocations. With this in mind we acknowledge that it is unlikely you will be able to fully fund our request, however, what we’d like to communicate is that, unlike other boards, if our allocation gets cut, our programming does not shrink. Rather, the cost that falls on students increases, and prohibits the inclusive environment that we have so ardently tried to develop. Club sports teams require large budgets and should ask for some buy in. We respectfully submit that $50 (in addition to the student activities fee) is a reasonable buy in; $150 is prohibitive for many students.

As I have already mentioned, we underestimated the frequency with which our field teams would be displaced. This manifested itself in needing to reserve Visitation more frequently, as well as other off-campus field space, such as batting cages for the baseball team. We also recently developed a partnership with Student Health, specifically Dr. Mullner, to expedite club athlete appointments at the health center. We are responsible for financing this program going forward, and it costs us $5,000 each year. While we are grateful to be able to fund these initiatives through our reserve account and want to ensure that we have the liquidity going forward to have such flexibility, we are trying to use our experience to be proactive in our budget request to anticipate such expenses that have consistently appeared in the past.

**PART E.**

Please ensure your organization continues to comply with the 2010 6-Point Reform Plan by **commenting in the affirmative and detailing** how your group is compliant for each of the 6 points individually.

1. The total balance of any advisory board’s reserve account shall not be excessive (as deemed by the Office of the Vice President for Student Affairs), and boards with surplus funds should provide a plan for their reserves.

Affirmative, Jihye Kim oversees our reserve account and has confirmed its compliancy with Erika Cohen Derr, Assistant Vice President of Student Engagement.

1. An appeals process shall be implemented and publicized, where such processes do not already exist, for clubs that are denied full funding for an activity or annual budget under its advisory board.

Affirmative, we believe that this amendment to the appeal process is a fair process for clubs denied funding by its advisory board.

1. Clubs shall have the option of requesting a lump sum, annual budget with an opportunity to reapply for additional funding from its advisory board.
2. All meetings and recorded minutes of all meetings of an advisory board shall be open to the public, including any and all votes, and that all records are posted online in a timely fashion.

Affirmative, our meeting minutes are recorded by our Marketing Chair, and are available upon request by the President of the club.

1. Members of the advisory board are, in some way, directly accountable to their constituents or to the student body in general, such as having GUSA Senate confirmation or being elected by the leaders of the clubs they represent. \*

Affirmative, members of ABCS are entirely accountable to their constituents, as they act as the direct representative to the board for that specific team.

1. Clubs have reasonable control over all funds that they fundraise outside of the normal allocations process.

Affirmative, while clubs are not allowed to purchase food or personal accessories, they submit a proposal for how they plan to spend their dues in the upcoming year, which we approve as a board. Once approved, we monitor their club. Budget, but they spend their money at their own discretion.

\*The committee is aware that the structure of boards has changed in the past eight years; please note ‘such as’ merely indicates examples of how accountability is manifested and focus on the spirit of the Point.

**CERTIFICATION:**

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

**Funding Request Form Submitted By: Mariama Barry and Eric Diestelow**

**Name of Group Student Chair: Mariama Barry**

**Signature of Group Student Chair (type your name): Mariama Barry**

**Name of Group Advisor: Jihye Kim**

**Signature of Group Advisor (type your name): Jihye Kim, Center for Student Engagement, jk2004@georgetown.edu**

**Date: February 7, 2019**

**Contact Email: mb1796@georgetown.edu**

**Contact Phone Number: 646-595-8666**