Emory Campus Life
Inclusivity & Belonging Signature Fund – Application Questions

NOTE: You must submit your application via https://thehub.emory.edu/submitter/form/step/1?Guid=ebfac605-2c1b-4847-87da-4879764f8ebd. See below all of the instructions and questions you must answer in order to complete the application.

Emory Campus Life values diversity, equity, and inclusion, and recognizes the significant role student organizations play in building diverse and inclusive communities, exposing students to diverse, global cultures and identities, and improving the campus environment for all. The purpose of the fund is to:

- Support student-led programs that promote diversity, equity, and inclusion, including those that highlight cultural practices, celebrations, religious holidays, or issues related to populations minoritized in the U.S.
- Support student-led programs that increase Emory students’ understanding of race, color, religion, ethnicity, national origin, gender, disability, sexual orientation, gender identity, gender expression, veteran status, or social/economic class.

Signature Event Funding
Provides funds for established major events hosted by an official Emory student organization. Awards may range from $500 to $30,000 per event.

Goals:
- To reduce stress for students who are planning and fundraising for established major events that support diversity, equity, and inclusion at Emory.
- To provide centralized funding for signature student organization events that are longstanding, vital aspects of the student experience.

Criteria To Apply:
- Applications for fall programs are due May 15. Applications for spring programs are due December 15.
- Incomplete applications will not be considered.
- Student organizations may submit a maximum of one application per academic year.
- Event must have been held for the past five consecutive years with an audience attendance of 150 or more people. There is an exception to the consecutive years requirement if the event was cancelled due to COVID-19 concerns between March 2019 and December 2021. NOTE: If your event does not meet these criteria, you may not apply for Signature Event Funds but may be eligible for Mini-Grant Funds.
- Event must be a conference, cultural event, or similar program sponsored by an official Emory student organization in good standing and planned primarily by and for Emory students.
- Event must support diversity, equity, and inclusion. This includes programs that highlight cultural practices, celebrations, religious holidays, or issues related to populations minoritized in the U.S.
• Utmost consideration will be given to events that increase Emory students’ understanding of race, color, religion, ethnicity, national origin, gender, disability, sexual orientation, gender identity, gender expression, veteran status, or social/economic class.

Student Fund for Inclusivity and Belonging - Signature Event Funding Application

Part 1

Full Name

Student ID#

Email

Click the button that applies for your student organization:
• Undergraduate Student Organization
• Graduate Student Organization
• University-Wide Student Organization

Name of the chartered organization.

Please share your role within the student organization.

Part 2

Event Title

Event Description - How will this event increase Emory students’ understanding of race, color, religion, ethnicity, national origin, gender, disability, sexual orientation, gender identity, gender expression, veteran status or social/economic class? (100-300 words)

Please upload the following budget documents:
(1) actual cost/expense sheet from most recent event.
(2) proposed budget for event that you are submitting the application for.

List co-sponsors and any funds they are contributing:

Attestation
I attest that the event I am requesting support for has been held at Emory for at least five consecutive years, with an audience attendance of over 150 people each year. (There is an exception to the consecutive requirement if the event was cancelled due to COVID-19 concerns between March 2019 and December 2021.)
Submitting your initials confirms your attestation to the above statement.

Agreement
In receiving funds from Campus Life, student organizations agree to the following:
1. Include the Belonging and Community Justice logo, as well as additional Campus Life logos as applicable, on promotional materials.
2. Advertise the event on the Hub beginning at least 2 weeks before the event (including all necessary information to register/attend).
3. Track and submit student attendance numbers using Corq.
4. Distribute and collect surveys on program satisfaction and/or learning outcomes. Survey questions are to be approved by the funding committee prior to distribution.
5. Complete the post-event form, which includes how the publicity plan was conducted, images of flyers, attendance numbers, and a summary analysis of the survey data.
6. All 5 steps above must be completed within 1 month of the end of the event or two weeks before the last day of classes, whichever comes first. (Example: If the event was on February 15, the completed post-event form must be submitted by March 15.)
7. Any organization that does not complete these steps will be ineligible to apply for funds during the next academic year.
8. By receiving funds from the Student Fund for Inclusivity and Belonging - Signature Event Fund, student organizations may not request or receive additional funding from other Emory Campus Life departments.

By submitting your initials you agree acknowledge the information above.

THANK YOU FOR SUBMITTING AN APPLICATION!
Applicants will receive email notification of whether they will receive funding and, if so, how much. For fall programs, notification will be made over the summer. For spring programs, notification will be made by the end of the first week of spring classes. Questions? Contact Patricia Taylor at pytaylo@emory.edu.