

Sample Proposal for Student Government Funding

[The start of your proposal should outline everything you're going to go into more detail about in your proposal. Kind of like a thesis statement, but cooler.]

Proposal for (amount) from (student government name) from (student activities fund) to (club name) for costs to cover National Young Feminist Leadership Conference 2016 in Washington, D.C. from March 12th-14th and Congressional Visit Day on Monday, March 16th.

[Date of Submission]

Overview

[Use this space of your proposal to fill in all the important details about NYFLC 2016:

Location: DoubleTree by Hilton Washington, D.C.- Crystal City

Date: March 12th-14th, and Congressional Lobby Day on March 16th.

From our website:

“Sponsored by the Feminist Majority Foundation, the 2016 National Young Feminist Leadership Conference will provide young activists with the opportunity to network, grow their knowledge on pertinent domestic and global feminist issues, and share skills with other young organizers and activists. Join young feminists from around the nation as we discuss issues including (but definitely not limited to) reproductive justice, eco-feminism, intersectionality and identity-based activism, campus organizing tactics and methods, violence against women, ballot measures and political organizing, social media and web-based activism, and global women’s rights and health.”

This is the place to tell your student government about the really cool opportunity you have to join us, what you plan to do while you are in D.C., how it will benefit your development as a student, activist, scholar and overall great human being, and how you plan to make the most of your time with us at NYFLC.]

Proposed Budget

[This should contain the lump sum of money you plan to ask for and then a breakdown of how you plan to spend the money. You should include any other forms of funding you may have gotten, are working to get and any funds you have raised yourself. The more detail, the better! It is generally better to ask for a little more than you think you may need, just so you have a cushion for any incidentals that may occur while traveling.]

Post Conference Community Engagement Objectives

[Many schools like to see how the money they provide for educational experiences can be brought back to the campus for the benefit of the larger community. This section is optional, but can strengthen a case for funding if planned out correctly. Use this space to discuss what plans you have post NYFLC,

what programming you can anticipate planning and engaging in, partnerships you hope to make, areas for collaboration with FMF, the Campus Team and other schools across the country, and any other wonderful ideas you can think of!]

Some Important Tips for Requesting Funding

-Make yourself aware of the timeline and requirements for having requests for student funding fulfilled. Some requests may be processed faster than others, and you want to be sure you have the money in time to take care of all the expenses.

-Attend all important meetings that you may be called to for defense of your proposal. A good way to empower leadership in your organization is to encourage others to take lead on meeting with senate reps, faculty advisors, etc.

-Shout out your senate and any other contributors for their support on your social media and tag #NYFLC2016 so we can thank them too!