DSU

SPECIAL PROJECT FUNDING APPLICATION FORM

The Dawson Student Union commits a portion of its annual budget to fund student-led projects, events or initiatives. The goal of Special Project Funding is to help students realize projects that impact the community or advance the experience of Dawson College students. Funding is allocated on a rolling basis during the Fall and Winter semesters. SPF applications are typically reviewed within 15 business days of confirmation of receipt by the DSU. Special Project Funding is only open to DSU Members (Dawson College students).

Instructions: Complete sections A, B and C of the SPF Application Form, as well as the SPF Budget Proposal (separate Excel sheet). Download and save the application form and the budget proposal and email both as attachments to SPF@dawsonstudentunion.com.

Once your application has been reviewed, DSU Finance will contact you via email to inform you of your application status.

A. PROJECT OVERVIEW

Project Name:

Project: FALL ☐ WINTER ☐ BOTH ☐

Project Date(s):

Project Location:

How much money have you already raised for the project (CAD)?

Are you receiving funding from another external group? YES ☐ NO ☐

Requested DSU Funding (CAD):

B. APPLICANT/GROUP INFORMATION

INDIVIDUAL APPLICATION ☐ GROUP APPLICATION ☐

Full Name of Primary Contact:

Dawson College Student ID:

Dawson College Email:

Mobile Number:

FOR GROUP APPLICATIONS ONLY

Please select your group status:

DSU Club (Interim/Accredited) ☐ Course/Program Project ☐

Other (Specify) ☐

C. PROJECT INFORMATION

Project Objective/Mission:

Project Description: Please provide any details you feel would be useful to help us understand the project

How does the project directly impact Dawson College students and/or Dawson community? How many people do you believe the project would impact (please give a rough estimate)?

By submitting this application, I confirm that:

- I am a Dawson College student
- The money will not solely be used for fundraising
- The project directly impacts Dawson College students and or the Dawson community
- I have completed the SPF Application Form and the SPF Budget Proposal
- If my application is approved, I will submit all project invoices/receipts to DSU Finance by the deadline determined by VP Finance as well as provide any post-project reports as requested by DSU Finance

Primary Applicant's Signature: Date:

DO NOT COMPLETE - FOR INTERNAL USE ONLY

D. DSU FINANCE

Application Number (ex. SPF-F2026-1):

Date Received: Date Reviewed:

Decision: APPROVED ☐ DENIED ☐

Amount Approved (CAD): DSU VP Finance Signature:

Date Approved: Payment Date: