

Bill # 71-24
**The Graduate and Professional Student Association
(GPSA)
The Pennsylvania State University**



of the 71st Assembly
March 23rd, 2022

Be it decided by the Assembly of Elected Delegates,

Huck Life Science Symposium
Funding for the Life Sciences Symposium 2022
(Decided: [Y / N / A])

1 **Nature of the Situation:**

2
3 The Huck Graduate Student Association (HGSAC) works to represent the graduate
4 students at the Huck Institutes of the Life Sciences by promoting interests and advocating
5 on important issues. HGSAC acts as a voice of the graduate student body, hosts
6 professional development events, and facilitates social interactions between graduate
7 programs inside and outside of the Huck Institutes.

8
9 The Life Science Symposium (LSS) is a student-oriented conference dedicated to
10 promoting collaboration between the various branches of life science research at PSU.
11 The 6th annual Huck LSS will take place in-person. This event will feature keynote
12 speakers, oral/poster presentations, a 'my research' YouTube video contest, and cash
13 prizes for presentation awards.

14
15 A co-sponsorship between GPSA and HGSAC will allow for the purchase of food from
16 local restaurants, drinks, and utensils to provide meals for 150 LSS attendees (the 4th
17 annual (most recent in-person symposium) LSS had 120 registrants with 90 registrants
18 in attendance for the event).

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Recommended Course of Action:

The Graduate and Professional Student Association agrees to co-sponsor the 6th annual Huck LSS in the amount of \$3,740, which will cover the cost of catering from local restaurants.

Budget breakdown:

<u>Panera:</u>	\$3,000
Breakfast (bagels)	
Lunch (sandwich, chips/apple, cookie)	
-Salad option (chips, fruit cup)	
Coffee (45 carafes)	
Pastries (300 pastry rings, mini scones, and cookies)	
 <u>Drinks:</u>	
Bottled water	\$60
Bottled orange juice	\$130
Bottled apple juice	\$100
 <u>15% gratuity:</u>	
Panera	\$450
Total:	\$3,740

Total: \$3,740

Respectfully submitted,

Ram Neupane
Delegate, College of Agricultural Sciences
Chair, Student Engagement Committee

President _____ Veto Affirm

GPSA Co-Sponsorship Request Form



The Penn State Graduate and Professional Student Association (GPSA) must follow certain rules when providing funding for co-sponsorships for events or other items. Please make sure to read these guidelines carefully before requesting GPSA funding.

- **The GPSA must be given one week’s notice of collaboration with any external organization. The purpose is to ensure that the organization is in compliance with the University’s Core Values including diversity, inclusion, and equity.**
- A GPSA Delegate must submit a funding bill to the Assembly, and the GPSA must be involved in planning the event. Visit gpsa.psu.edu/assembly to find contact information for current Assembly Delegates.
- A budget breakdown of event costs must be submitted with this form
- The event must be open to all students (undergraduate, graduate, professional)
- The GPSA will only fund specific line items (i.e. food, room rentals, speaker fees, etc.); preference will be given to payments made directly by the GPSA to vendors via invoice, and transfers to a student organization account or reimbursements to an individual for payments made are strongly discouraged
- Because the GPSA’s funding comes from the University Park Student Fee Board, at most up to 90% of the event cost can be funded from the GPSA for co-sponsorships

Request Information

Request Date: 3/7/22

Organization Name: Huck Graduate Student Association

Organization Contact Person: Jocelyn Delgado

Email: jmd956@psu.edu

GPSA Representative Sponsoring Request: Ram Neupane

Email: rcn5099@psu.edu

Event Details

- 1
2 **Event Name:** The Huck Life Science Symposium
3 **Date and Time of Event:** May 12 8am-6pm
4 **Event Location:** Business Building
5 **Estimated Total Attendance:** 150
6 **Graduate/Professional Students:** 100
7 **Ticket or Pre-Registration Required:** Pre-registration required
8 **Cost to Attend Event:** n/a
9 **Brief Event Description:** The LSS is a student-oriented conference dedicated to promoting
10 collaboration between the various branches of life science research at PSU.
11 **How Event Will Be Advertised:** Listservs, social media, word of mouth

Funding Details

- 12
13 **Total Requested from GPSA:** \$3,740
14 **Total Cost of Event:** \$10,000
15 **Please also submit a budget breakdown of event costs with this form**
16 **Funding Amount Requested From Other Sources (By Source):** Huck, Eberly, HHD,
17 Chemistry, BMMB
18 **Vendors Being Used:** Panera and Walmart
19 **Vendors Accept Penn State Purchase Orders (Yes/No):** Yes
20 **Vendor Willing to Invoice GPSA (Yes/No):** TBD
21 **If you answered no to both of the above questions, you will need to discuss payment**
22 **options with the GPSA treasurer at least one month before your event**

For GPSA Treasurer Use

- 23
24 **Bill Number:**
25 **Total Approved:**
26 **Total Paid:**
27 **Bill Close Date:**