Bill # 73-02

**The Graduate and Professional Student Association (GPSA)**

**The Pennsylvania State University**

****

**of the 73rd Assembly**

April 26, 2023

*Be it decided by the Assembly of Elected Delegates,*

**GPOC Spring Event**

**Co-sponsorship requested by Graduate and Professional Outdoor Club**

(Decided: [ Y / N / A ])

**Nature of the Situation:**

The Graduate and Professional Outdoor Club is a relatively new student organization. They will be holding an event in May 2023 to recruit new members and meet up with regular participants.

**Recommended Course of Action:**

The GPSA will fund the GPOC spring event in the amount of $400.

Respectfully submitted,

**Frankie Urrutia-Smith**

Delegate, College of the Liberal Arts

Speaker of the Assembly

President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Affirm Veto

The Graduate and Professional Student Association

# **GPSA Co-Sponsorship Request Form**

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Description automatically generated

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](https://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:** 4/3/2023

**Organization Name:** Graduate and Professional Outdoor Club

**Organization Contact Person:** Chauncy Hinshaw (Vice President)

**Email:** [crh54@psu.edu](mailto:crh54@psu.edu)

**GPSA Representative Sponsoring Request:** Frankie Urrutia-Smith

**Email:** Fks5119@psu.edu

# **Event Details**

**Event Name:** Graduate and Professional Outdoor Club Fall Orientation

**Date and Time of Event:** 05/13/23 (10 AM- 3 PM)

**Event Location:** Stone Valley Recreation Area (Penn State)

**Estimated Total Attendance:** 50-70

**Graduate/Professional Students:**

Both new and current graduate students and professionals welcome (members and non-members).

**Ticket or Pre-Registration Required:**

Pre-registration and ticket required.

**Cost to Attend Event:**

Our goal is to have the event be reasonably priced to prevent finances from limiting attendance. $8 ticket for dues paying members, $10 ticket for non-members (10% cost of event not funded by GPSA).

**Brief Event Description:**

Carpools will be organized in advance to provide transportation to Penn State’s Stone Valley Recreation Area. On the day of the event, participants will be introduced and engage in ice breaker activities. Following that we will discuss the club’s goals and what we provide. At 11 AM, participants will split into two activity groups, the Alpine Tower/ Carolina T-wall (climbing) and water sports (canoeing, kayaking, stand up paddle boards). Following the lunch, the two groups will switch activities.

**How Event Will Be Advertised:**

* Emails to all PSU graduate and professional listservs
* Flyers in graduate school lounges
* The GPSA calendar/listserv (if possible)

# **Funding Details**

**Total Requested from GPSA:** $1,220

**Total Cost of Event:** $1,220

**Please also submit a budget breakdown of event costs with this form**

**Funding Amount Requested From Other Sources (By Source):**

N/A- Due to UPAC holidays/unavailability we were unable to meet their 40-day deadline for this event.

**Vendors Being Used:**

Penn State Student Affairs- (Stone Valley Recreation Center)

**Vendors Accept Penn State Purchase Orders (Yes/No):**

Yes

**Vendor Willing to Invoice GPSA (Yes/No):**

Yes

**If you answered no to both of the above questions, you will need to discuss payment options with the GPSA treasurer at least one month before your event**

# **For GPSA Treasurer Use**

**Bill Number:**

**Total Approved:**

**Total Paid:**

**Bill Close Date:**

|  |  |  |
| --- | --- | --- |
| **Item** | **Description** | **Cost** |
| Climbing Experience- Alpine Tower, Carolina T-wall (10-12) | 2 HR PRICE (31-36 participants) | $435 |
| Climbing Experience- Alpine Tower, Carolina T-wall (1-3) | 2 HR PRICE (31-36 participants) | $450 |
| Boat Safety | ($30/hour) x 4 hours | $120 |
| Boat Rentals | ($8/boat) x (20 boats) (4 hours) x | $280 |
| Mineral Industries Pavilion | $60 (up to 4 hrs.) +$10 per hour | $70 |
|  |  | $1,355 |