

CALL FOR PROPOSALS

2025-26 STUDENT ORGANIZATION RECURRING PROGRAM GRANTS

The Associated Students, Incorporated (ASI) provides a wide variety of programs and services to enhance the educational experiences of CSULB students. As part of this effort, we offer grants to student organizations to produce programs and activities that will meet the needs and interests of the student body. Through this application, ASI invites student organizations to request funding for campus programs and activities scheduled for the 2025-26 academic year. This includes Summer Sessions II and III, Fall Semester 2025, and Spring Semester 2026. **Please note that priority for funding will be given to recurring programs and activities.** ASI defines “recurring programs” as grants for the following fiscal year specifically and exclusively for annually recurring programs that have received ASI funding in previous year(s).

AMOUNT OF FUNDS AVAILABLE

Funding for these grants is provided by the mandatory Associated Students fee paid by all students at the time of registration. As a result, the amount of funds available for grants is directly related to the amount of enrollment. Based on enrollment projections for the 2025-26 year, ASI estimates that approximately \$200,000 will be available for student organization program grants.

FUNDING HISTORY

It is important to remember that the intent of awarding these grants is to **assist** student organizations in their programming efforts. ASI does not have adequate resources to serve as the sole source of financial support for student organization activities. Student organizations are expected to raise funds from other sources to support at least 30% of the cost of their programs and activities. It is also important to note that there is no guarantee that a grant request will receive the full amount requested.

WHO WE FUND

University recognized student organizations that are currently registered and not on probation are eligible for grants.

Person(s) completing and submitting grant applications must be a currently enrolled student and must be registered and approved with Student Life and Development (SLD) as an officer of the organization(s) they represent prior to submitting the application. Applicants must meet the university academic eligibility qualifications for student office holders (refer to Campus Regulations).

For detailed information on who we fund and the eligibility details, please reference the ASI [Policy on Student Organization Grants](#).

GRANT APPLICATION INSTRUCTIONS

All applicants must use the current electronic version of the Grant Application form. This form is provided via Microsoft Forms and is available through the ASI Government webpage.

The web link for recurring program grants is: www.asicsulb.org/grants

Certain sections of the worksheets have been programmed to respond with an error message on entries that fall outside policy parameters. You must make the necessary corrections to remove these "warning" messages before you submit the application.

SUBMITTING THE COMPLETED APPLICATION

Grant applications must be submitted electronically via Microsoft Forms. Hard copy or emailed applications will not be accepted. You must schedule an appointment to meet with your SLD advisor prior to the application deadlines as your advisor must approve your request.

AT-LARGE ORGANIZATIONS

Completed grant applications must be submitted and approved by the assigned SLD advisor no later than March 21, 2025, 5 p.m. for student organizations that are not part of an academic College Council or Club Sports. Organizations that are part of a College Council or Club Sports must follow the internal deadlines set by their respective College Councils (refer to Academic Organizations below) or Club Sports Department. Please schedule an appointment with your SLD advisor for assistance in submitting your grant applications at least one month prior to the application deadline. It is permissible to attach supplementary information to the grant application if you feel it will provide further clarification. Proposals submitted after this date will not be eligible for consideration.

You may be required to attend a grant proposal hearing on ***April 15 or April 22, 2025, at 3:30 p.m.*** at which you will present information to the ASI Business and Finance Committee and answer questions regarding your proposed programs. Appointments for these hearings will be scheduled at a future date and organization officers will be notified of this process via email. Failure to attend a hearing may result in your grant application not being funded.

ACADEMIC ORGANIZATIONS

As indicated above, grant applications for organizations that are part of a College Council must first be submitted to their SLD advisor by the deadline their respective College Council sets. Academic Organizations must schedule an appointment with their SLD advisor to fill out their grant application(s). College Councils are not obligated to accept proposals submitted after the set deadline. College Councils will conduct the preliminary review and evaluation of all grant applications prepared by their member organizations. The College Council will subsequently hold funding deliberations at which they will determine whether or not to fund your request. ***Each College Council must work with their SLD advisor to submit an Allocation Summary and a copy of each grant that received an award to the ASI Government Office by March 28, 2025, 5 p.m.***

GRANT AWARD NOTIFICATIONS

The Business and Finance Committee's recommendations will be subject to review and final approval by the Associated Students Senate. All awards will be announced and posted at the SLD Office, ASI Business Office, and ASI Government Office by **May 9, 2025**.

CONTACT INFORMATION

If you have any questions, please contact ASI Vice President of Finance, Andre Achacon, via email at Andre.Achacon@csulb.edu.