

WCSA Funding Proposal Form

Any Westmont student, faculty or staff member is eligible to submit a funding request to WCSA. WCSA strives to utilize its budget to meet the needs of our campus and our student body. Past proposals have included funding the purchase of fruit trees for the Westmont garden and partnering with the library to provide coffee and snacks during finals week. Funds have also supported student initiated events such as film festivals and movie screenings.

Each proposal is examined by WCSA. Then, WCSA will vote on whether to approval the proposal. You will be notified by e-mail regarding the decision on your funding proposal generally within two weeks.

Guidelines:

Be thorough in filling out the funding proposal form. Please provide as much detail as possible regarding the purpose of the request and funding desired. Failure to do so may result in a delay.

Funding proposals need to be submitted at least 2 weeks prior to request need or event. Funding proposals outside of this time frame may still be submitted but are they are unlikely to be approved.

If you are requesting funds for a campus event, please complete the event proposal form on the Campus Life Office website prior to completing a WCSA funding proposal. All events must be approved and sponsored by a campus department or student organization prior to receiving funding.

You are highly encouraged to come to clarify the purpose of your funding proposal at the meeting following your request submission. This is to prevent any delays in funding your request.

If your funding proposal is approved, it is imperative that you present WCSA the receipts of your purchases. Failure to produce receipts could result in WCSA concluding to suspend an individual's or organization's ability to request funding.

Please see the WCSA Website (<https://www.westmont.edu/student-life/campus-activities/westmont-college-student-association>) for FAQs.

Westmont College Mission Statement:

Westmont College is an undergraduate, residential, Christian, liberal arts community serving God's kingdom by cultivating thoughtful scholars, grateful servants and faithful leaders for global engagement

with the academy, church and world.

WCSA Mission Statement:

WCSA is the voice that represents the diverse views, beliefs, needs, and desires of our student body. We seek to unify faculty, staff, administration, and students by promoting communication and initiating change at Westmont College.

Group Name *

Quarantine Hospitality Team

Contact Person *

Angela D'Amour

Contact Email *

adamour@westmont.edu

Project Name *

Quarantine care packages

Department Affiliation *

Campus Life

Proposal Date *

MM DD YYYY

01 / 24 / 2021

Project Date *

MM DD YYYY

02 / 01 / 2021

Is the event open to the entire student body? *

Yes

No

Has your group submitted a funding proposal before? *

Yes

No

If yes, when?

October 6, 2020

Describe the nature of your project (Target population, number of students involved, length of project, etc.) *

The Quarantine Hospitality Team (QHT) continues to provide care packages for students who have to be quarantined. The hope is that these little gifts will ease their mind of having to be isolated. With students having just returned to campus and the number of cases and potential exposures rising, the team has to keep up. QHT has already passed out over thirty care packages this semester and there is more to be done.

What do you hope to achieve with this project? *

We hope to provide some comfort for students who have to get quarantined, and show that we care about them and keeping them connected.

How much money are you requesting from WCSA? Please provide an itemized budget (item, price, and total amount). *

\$1120

~200 Care packages

"We're Here for you" handouts (\$50--4 per page, colored card stock)

Origami paper (1000--\$15)

Life savers (3 packs of 60--\$41 per pack--\$123)

Hershey Kisses (3 large packs--\$24 per pack--\$72)

Hand sanitizer (2 packs of 96--\$110 per pack--\$220)

Stress balls (6 packs of 24--\$14 per pack--\$84)

Room air fresheners (12 packs--\$13 per pack--\$156)

Counseling Center handouts (\$30)

Boxes (\$50)

Paper bags (\$30)

Tissue paper (200-\$19)

Best 25 Netflix movies/Top Youtube videos/best devotion of the day lists (\$30)

MISC needs for quarantined students (\$200)

Tax (\$78)

Total (\$1157)

How does your project relate to the mission of the college and WCSA? (Mission statements are at the top of this form) *

We hope to support all students and recognize this unique time. We want to love one another well and seek to better support students especially during quarantine.

Payment Logistics (provide who to pay and the account #) *

If approved, Angela will use her office credit card to make purchases to WCSA promotions and subscriptions.

This form was created inside of westmont.edu.

Google Forms