

2025-2026

Campus Activities Student Organization Grants

**ALL PAPERWORK DUE- SEPTEMBER 19, 2025**

Each school year all recognized clubs and organizations are given a chance to request funding. Below are the rules governing request for activity funding. \*New this year

- **\*NEW THIS YEAR-PLEASE READ**

IN ORDER TO RECEIVE 2025-2026 FEE BOARD GRANT FUNDS, YOUR CLUB WILL BE ASKED FOR THE FOLLOWING:

- a. participate at Fall Welcome Back, Spring Welcome Back, (Fall Welcome Back 2025 is not required) Trunk or Treat and New Student Experience (held during June-July)
- b. Funding requests may be denied or reduced if the club does not attend these events.
- c. provide details on how the grant funds will be spent
- d. provide minutes of each club meeting to Jennifer Fugate.

- **No late or incomplete applications will be considered. Submissions that do not include a SOCA and if needed an updated Constitution/Bylaws by the deadline will not be considered.**

- **\*!!! NO LATE PAPERWORK WILL BE ACCEPTED!!!**

- Grant applications must reach Jennifer Fugate in the Office of Student Engagement by **11:59pm September 29, 2025**  
Request may be sent by e-mail to [fugatejj@roanestate.edu](mailto:fugatejj@roanestate.edu)  
**Please send as an attachment in pdf format**

- Money is limited, so all requests may not be granted.
- Each club or organization may make **one** request for a **maximum of \$500**. (if a club or organization is multi-campus in nature they may make only one request)
- To apply for funding the club or organization must complete and submit the Student Activities Student Organization Grant application. A copy of the grant template can be found on the Clubs and Organizations web page at <https://www.roanestate.edu/?5474-Clubs-and-Organizations>.
- In addition to the grant application, each club or organization **must submit**
  - a. a copy of the club constitution
  - b. a copy of the RSCC Student Organization Compliance Agreement (SOCA) signed by the club sponsor and officers. The SOCA and a constitution template can be found on the clubs and organizations web page at [www.roanestate.edu/?5474-Clubs-and-Organizations](http://www.roanestate.edu/?5474-Clubs-and-Organizations).
  - c. If a copy of the club bylaws or constitution is already on file with the Office of Student Engagement, only an updated SOCA must be submitted.
  
- **ALL DECISIONS ARE FINAL.**

# SAMPLE

## Campus Activities Student Organization Grant Application

- Organization Description: *(Briefly describe your organization, its purpose and goals)*

<b>Organization Name</b>	<i>Please include full name of org</i>
<b>Faculty/Staff Sponsor</b>	
<b>Account # REQUIRED</b>	<i>Without an account number money cannot be deposited</i>
<b>Amount Requested</b>	<i>\$500 or less</i>

- Need: *(Describe the need your organization has for requesting funds from the Student Activities Fee.)*
- Intended use for money: *(Provide a detailed description of how your organization plans to use the money. If the money is being used for a conference or training, attach promotional literature and/or program schedule. If the money is being used to purchase equipment or supplies, please include a list of items and/or attach product information sheets)*
- Other fundraising efforts: *(List and provide a brief description/explanation of all other fundraising efforts made by your organization)*