



GSC Student Group Funding Report, April 2007

About this report

This report contains important information for student groups, as well as the amounts attributed to students groups for the April 2007 student group funding round, based on recommendations of the GSC Budget and Funding Committee and approved at the April 2007 open meeting, on Wednesday April 5.

The GSC Budget and Funding Committee consists of the GSC Treasurer, Jonathan Ruel, as well as of Mandrita Datta, Beste Kamali, Panos Kouretas and Stan Veuger, who were elected at the October 2006 open meeting. If you have any questions about this funding round or GSC student group funding, please contact the GSC Treasurer, Jonathan Ruel, at ruel@fas.harvard.edu.

Application procedure and guidelines

The application procedure and the guidelines that are followed by the Budget and Funding Committee for the evaluation of the applications can be found on the GSC website

<http://www.harvardgsc.com>

in the “Funding” section. The deadline for the **next funding round** is **October 24, 2007**. Please send your applications using the online system, not hard copies.

Remarks on this funding round

The total amount requested by student groups for this round was \$ 15,592.91, not including late applications, and the approved amount was \$ 12,582.91. As a comparison, the amount requested for April 2006 was \$ 9820 and the approved amount was \$ 6970 ; in November 2006, the requested amount was \$ 35,606.43, of which \$ 24,728.75 were approved, and in February 2007, \$ 28,867.81 were requested, of which \$ 16,849.81 were approved.

Publicity expectations

Groups which receive funding from the GSC should indicate its sponsorship in their publicity efforts. Failure to do so will be a factor in determining future GSC support of a group or activity. Groups should also send information for GSC sponsored events to the GSC Information Coordinator Patrick Hamm at harvardgsc@gmail.com. More advice and links about publicity can be found on the GSC website, <http://www.harvardgsc.com>.

Reimbursement procedure

Please **submit your receipts as soon as possible** after the event as receipts that are more than 60 days old cannot be reimbursed in virtue of a university-wide rule.

Upon submission of **original receipts** (when applicable, both the merchant receipt and the credit card receipt must be submitted) to the GSC Treasurer, (dropped in the GSC box, 3rd Floor Dudley House) the GSC submits vouchers for reimbursement in the group's name (not in an individual's name) to the University offices in Holyoke Center. All recognized GSC student organizations must have a TIN (Tax Identification Number) and bank account.

When submitting any receipts, groups should identify the event for which the expense was incurred so that it can be located in the submitted budget.

