



Conference Funding FAQ

- What is covered by the AGSUSF Conference funding?
 - Conference registration fee
 - Certification fees
 - Seminar fees
 - Lodging fees
 - Air-Traveling
- What is NOT covered by the AGSUSF Conference funding?
 - Learning materials (books, epublications, etc.)
 - No food expenses (lunch, dinner, etc.)
 - Membership fees if not tied to conference registration
 - No gas expenses
 - No ground transportation related expenses (to/from the airport to conference location)
- Where can I find the GSS Conference Funding Application?
 - <https://docs.google.com/forms/d/e/1FAIpQLSfEEEEd9uvee4XIUqNGu6-9VMPe3OvNYW44US6VFjEmQJs2SMA/viewform>
- What is an acceptable example for uploading a “conference budget”?
 - Screenshot of bill (note in order to be reimbursed all receipts must be submitted in the name of the student who has been awarded the funding)
 - Excel table with costs for each item
- What do I have to do after I receive the award?
 - Attend your conference or complete your certification/seminar
 - Collect all receipts for the expenses as PDFs
 - Take three (3) photos documenting your conference experience
 - Complete the AGSUSF Fund Report upon returning from the conference
 - All receipts must be submitted in the name of the student who has been awarded the funding.
 - Receipts cannot be shared between students or submitted more than once.
- Where can I find the AGSUSF Fund Report?
 - On your award letter.

- Where do I have to submit/upload the receipts and pictures after the event?
 - In the AGSUSF Fund Report, on page 2.
- What is the eligibility criteria for the AGSUSF Conference funding?
 - Being a full-time graduate student in the College of Arts and Sciences, School of Education, School of Management, School of Law, or School of Nursing and Health Professions
- What is the award limit for the AGSUSF Conference funding?
 - \$400
- How will I receive the funding?
 - All awards will be distributed to students after the completion of their conference via a check mailed to their home address. Students need to fill out the AGSUSF Fund Report in order to initiate the reimbursement process.
- My conference already took place. Can I still apply for the AGSUSF Conference funding?
 - No.
- What happens if I received a funding award but I couldn't attend the conference?
 - Please let us know if this happens. Ultimately, your funding award will be withdrawn and the reimbursement will not be processed.
- How many times is the finance committee meeting to approve funding?
 - The finance committee is meeting on a bi-weekly basis
- How many times can one apply for it?
 - One can apply multiple times as long as the total is not exceeding \$400 per academic year
- Am I guaranteed \$400 in conference funding?
 - No, awards are given on a first come first serve basis. Once the money runs out we do not give out awards.

Event Funding FAQ

- What type of events have been previously funded by the AGSUSF Finance Committee for Event funding?
 - Panel and speaker events
 - Bonding, meet & greet events
- What kind of event costs are covered by AGSUSF Event funding?
 - Speaker and entertainment fees
 - Raffle prizes
 - Decorations and supply
 - Food and catering costs
- What event costs are NOT covered by AGSUSF Event funding?
 - Gift cards

- What is the eligibility criteria for the AGSUSF Event funding?
 - Must be a registered student organization through SLE
 - On-campus event
- What is the award limit for the AGSUSF Event funding?
 - \$2000
- How many times is the finance committee meeting to approve funding?
 - The finance committee is meeting on a bi-weekly basis
- How many times can one apply for it?
 - One can apply multiple times as long as the total is not exceeding \$2000 per academic year

Development Funding FAQ

- What event costs are covered by the AGSUSF Development funding?
 - The AGSUSF Development Funding allows Graduate Student Organizations (GSOs) the resources to advance the internal development of their organization through organization branding (i.e. table linens, banners, promotion items, etc.), organization uniform attire (i.e. shirts), and supplies (i.e. an organization related purpose).
 - There shall be a contribution of at least 25% from the organization for items that are considered a personal gain item (i.e. shirts, jackets).
- What is the eligibility criteria for AGSUSF Event funding?
 - Must be a registered student organization through SLE
- What is the award limit for the AGSUSF Development funding?
 - \$500
- How many times is the finance committee meeting to approve funding?
 - The finance committee is meeting on a bi-weekly basis
- How many times can one apply for it?
 - One can apply multiple times as long as the total is not exceeding \$500 per academic year