



Appropriations & Cultural Funding Board Agenda

January 17, 2024 at 1:30p.m.

Kirkhof Room 2263

1. Opening of Meeting
 - a. Meeting Called to Order: 1:30
 - b. Committee Introductions: Lamar, Lukas, William, Nancy, Sara, Sophie, Lacyia
 - c. Organization Role Call: a;zhimers, BSU: 1:41

2. Hearing of Allocations Requests
 - Alzheimer's Awareness Club:
 - Request: walk to endAlzheimer's March 29.
 - advertised more than the last requested event.
 - Questions:
 - William: first time doing this event.
 - yes this is the first time
 - lukas: where does the walk go.
 - around pew campus, around both bridges
 - William: advertising?
 - using promotional package, banner, flyers, in kirkoff tabling. Aaron something is working on getting them on the news.
 - Lukas: why use the chalk?
 - making it clear on where to walk and for advertising on the ground
 - Sara: outside attendees and limiting food for only gvsu students.
 - volunteers and specific signage will make sure only students get food
 - Lukas: sales tax is included in the request, is that standard?
 - Bri is still figuring that out.
 - Lukas: water bottles were zeroed out.
 - Motion: lukas motion to approve to the adjusted total of 925.36
 - all yays no nays



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3. Hearing of Cultural Requests

- Black Student Union:
- Request: end of the month with something black history, invite an author.requesting books and speaker, some refreshments
- Questions:
- Nancy: zero out the books because it breaks the funding guidelines
- Lukas: how many people are going to attend event:
 - 100
- Sara: how are you working to promote event:
 - social media, emails, group chats
- Lamar: Is this the first time Bsu has done an event like this.
 - yes
- William: motion to approve the request in full for the adjusted total of 2991.52. Lukas seconds
- All yays no nays

4. Adjournment: 1:41

Contact Information:

Office of Student Life
Kirkhof 1110
616-331-2345

Nancy Hoogwerf
VP of Allocations
hoogwern@mail.gvsu.edu

Bri Slager
RSO Assistant Director
slagerbr@gvsu.edu

John Dickmeyer Danny West
SLF Assistant SLF Assistant
slffin@gvsu.edu slffin@gvsu.edu

Budget Request: Walk to End Alzheimer's



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We are partnering with the Alzheimer's Association to host a walk at the Pew Campus DeVos Center. The Alzheimer's Association Walk to End Alzheimer's® is the world's largest fundraiser for Alzheimer's care, support and research. We expect a large amount of student to join as we've gotten a really good response from students so far.

Requested Total	\$942.13
Adjusted Total	\$925.36
Date Created	Wednesday, January 22, 2025 8:12:01 AM
Submitted By	Carter Bechtel
Organization	Alzheimer's Awareness Club
Status	Resubmitted on Friday, January 31, 2025 1:34:00 PM
Process	Campus Programming 2024-2025

4 Sections, 12 Line Items

Section: Food Service - SC0223

7 Line Items / \$685.25

This section is only for on-campus Catering or Jet's Pizza.
Off-Campus catering is only eligible for Cultural organizations and must be listed under contractual payments.

Hot Chocolate Campus Catering (Expense) Full DeVos catering order.png	4 x \$26.19	\$104.76
Coffee Campus Catering (Expense) Full DeVos catering order.png	3 x \$29.39	\$88.17



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Danish Campus Catering (Expense) Full DeVos catering order.png	3 x \$26.59	\$79.77
Muffins Campus Catering (Expense) Full DeVos catering order.png	5 x \$26.89	\$134.45
Croissants Campus Catering (Expense) Full DeVos catering order.png	4 x \$26.59	\$106.36
Donuts Campus Catering (Expense) Full DeVos catering order.png	5 x \$26.59	\$132.95
Michigan sales tax Campus Catering (Expense) They included sales tax on the order but I think that is a mistake, right? In the past when I have bought things through the budget request it is tax exempt. I was clear in the email that I needed the confirmation for a budget request through GVSU. Sales tax.png	1 x \$38.79	\$38.79



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Section: Promotions Office - SC0068

2 Line Items / \$200.00

Advertising, printing, promotions, photography, videography, etc.

All funded events must include at least one promotional item (poster, LakerHub slide, plugger, flyer, etc.)

<p>Package B Promtional Package (Expense)</p> <p>Screenshot 2025-01-28 085751.png</p>	<p>1 x \$125.00</p>	<p>\$125.00</p>
<p>Photo Booth Package Other Promotional Materials or Design Time</p> <p>(Expense)</p> <p>Having a photo booth at this walk would be a fun activity and would provide a way for students to share their support for Alzheimer's on social media.</p> <p>\$50 for one hour</p> <p>\$25 travel fee for downtown</p> <p>Screenshot 2025-01-28 090228.png</p>	<p>1 x \$75.00</p>	<p>\$75.00</p>

Section: Contractual Payment - SC0070

We do not fund contracts or payments to GVSU Faculty, Staff, or Students.

Section: Supplies - SC0003

3 Line Items / \$40.11

Items must be listed individually for each supply item.

You must provide supporting documentation that shows the name of the item, price of the item, and the vendor.

Items to be purchased online, must include a link (Amazon, product specific sites, etc.) in the description of the item.



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<p>Chalk Supplies (Expense) Chalk will be for marking the walking path along the sidewalk and for advertising the walk in Allendale</p> <p>https://www.amazon.com/AmazonBasics-Dustless-Chalk-Eraser-XTF3W8Z/ref=sr_1_8?crd=3G3W1M60NL48G&dib=eyJ2IjoiMSJ9.-H_rVK9jQaSQ8yAPVCI_cRqPUoG4GKB2eHr-fflNFw41be_JDF9RwQJLkQG7cuk-8&th=1</p> <p>Screenshot 2025-01-28 090734.png</p>	<p>2 x \$9.56</p>	<p>\$19.12</p>
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 iPwJZ6juDD_XjOZvwWfV1ZoOBW3Lk9jzgzTEh43IOgT_GgcKlplIE7b_mwepd7MbwIGhZ
 sYgng6mrziKdCmdARBKeiHhHy8HAaSO_84PK4sc3ob9Ck7I6vmkp3B5hbuHxZtM6aj-

<p>Water bottles Supplies (Expense) https://www.meijer.com/shopping/product/meijer-purified-drinking-water-bottles-40-pack-16-9-oz/71373350224.html</p> <p>Screenshot 2025-01-28 090916.png</p>	<p>3 x \$5.59</p>	<p>[Adjusted] \$0.00</p>
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<p>Gift for speaker Supplies (Expense) Erin Muehlenkamp from the Alzheimer's Association will be coming to speak</p> <p>Screenshot 2025-01-28 092754.png</p>	<p>1 x \$20.99</p>	<p>\$20.99</p>
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Uc&dib_tag=se&keywords=chalk&qid=1738073147&sprefix=chalk%2Caps%2C85&sr=8143&CategoryName=MUGS/GLASSWARE&CatID=27903&Name=MUGS/GLASSWARE

Additional Information



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Before proceeding with this request, please click on the following link to review Event Guidelines and Rules for funding requests. PLEASE CLICK HERE. I understand that by proceeding in this form, I am verifying that I have read and understand all of the funding guidelines listed above. I understand that if I choose not to follow these guidelines, my request will be denied Yes

All communication is done through LakerLink. Be sure to check your funding request regularly for updates and scheduling. Please enter your @mail.gvsu.edu email address. - bechtelc@mail.gvsu.edu

Page 2

Program Information

Title of Program - Walk to End Alzheimer's

Date(s) of Program - 3/29

Time(s) of Program - 10am to 1pm

Event Location - Pew Campus DeVos Center courtyard

Please list the exact campus building and room where the event will take place. Listing this space confirm that your group has already reserved and confirmed the space. - Pew Campus DeVos Center courtyard

How will you promote/publicize this event? - Posting flyers, banner in kirkhof, promotions on TV, promoting on Instagram and Facebook

Have you listed your event on the LakerLink event calendar? - Yes

Page 3

Will a campus department, other student organization, or some other entity be co-sponsoring this event? Co-sponsorship's are when other campus department or student organizations help with the event. This can be financial, which will require a co-sponsorship agreement filed with Student Life, or non-financial, which can include participation or promotion. Yes, co-sponsorship is NOT providing financial support

Please list the co-sponsors for the event

- Mu Epsilon Delta

What are the co-sponsors contributing to the event?

- Advertising and helping to plan the event

Page 4

Please describe any additional sources of funds being contributed that will impact this request

None

Page 5

Expected Event Participants Please keep in mind that we only fund GVSU students for catering/food service and this is the number that will be used to calculate the per head, food rate. As of 4/1/2024 the per head, food rate for Cultural organizations is \$14-\$16 and all other organizations is \$12-\$14. Number of GVSU students expected to participate - 200

Number of GVSU faculty and staff expected to participate - 5

Number of people not affiliated with GVSU expected to participate - 100



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If involving non-GVSU participants (guests), please explain - They will be other community members that come to support Alzheimer's. If need be we can have signs that food is for only students!

Budget Request: Black History Month - Dr. Charmeka Newton

Dr. Charmeka Newton is the author of "Black Lives Are Beautiful" a workbook explicitly designed to help members of the Black community counter the impacts of racialized trauma while also cultivating self-esteem, building resilience, fostering community, and promoting Black empowerment.

As readers explore each part of this workbook, they will develop tools to overcome the mental injuries that occur from living in a racialized society. Clinicians who use this workbook with clients will find a practical toolbox of racially informed interventions to aid clinicians, particularly White clinicians, in culturally sensitive clinical practice.

We are looking to bring Dr. Newton to campus to facilitate a workshop centered around her book for students.

Requested Total	\$3,925.92
Adjusted Total	\$2,991.52
Date Created	Friday, January 31, 2025 9:59:23 AM
Submitted By	A'shyah Zander
Organization	Black Student Union
Status	Submitted on Friday, January 31, 2025 1:35:23 PM
Process	Campus Programming 2024-2025

4 Sections, 5 Line Items

Section: Food Service - SC0223
\$341.52

2 Line Items /

This section is only for on-campus Catering or Jet's Pizza. Off-Campus catering is only eligible for Cultural organizations and must be listed under contractual payments.

Assorted Craveworthy Cookies Campus Catering (Expense)	15 x \$18.99	\$284.85
Student Menu.pdf		
Lemonade Campus Catering (Expense)	3 x \$18.89	\$56.67



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Student Menu.pdf		
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Section: Promotions Office - SC0068 **1 Line Item / \$150.00**

Advertising, printing, promotions, photography, videography, etc.

All funded events must include at least one promotional item (poster, LakerHub slide, plugger, flyer, etc.)

Black Lives Are Beautiful Promtional Package (Expense)	1 x \$150.00	\$150.00
Package C		
Screenshot 2025-01-31 at 10.17.07 AM.png		

Section: Contractual Payment - SC0070 **1 Line Item / \$2,500.00**

We do not fund contracts or payments to GVSU Faculty, Staff, or Students.

Speaker Fee for Dr. Charmeka Newton Speaker (Expense)	1 x \$2,500.00	\$2,500.00
IMG_1329.PNG		

Section: Supplies - SC0003 **1 Line Item / \$0.00**

Items must be listed individually for each supply item.

You must provide supporting documentation that shows the name of the item, price of the item, and the vendor.

Items to be purchased online, must include a link (Amazon, product specific sites, etc.) in the description of the item.

Black Lives Are Beautiful 1st Edition Supplies (Expense) https://www.amazon.com/Black-Lives-Beautiful-Jane% C3%A9- Steele/dp/1032117427	40 x \$23.36	[Adjusted] \$0.00
Screenshot 2025-01-31 at 10.23.34 AM.png		

Additional Information

Page 1

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Page 2

Program Information

Title of Program - Black History Month: Black Lives Are Beautiful

Date(s) of Program - 02/26/2025

Time(s) of Program - 6:30p-9:00p

Event Location - Mary Idema Pew Library Learning and Information Commons

Please list the exact campus building and room where the event will take place. Listing this space confirm that your group has already reserved and confirmed the space. - Multipurpose Room

How will you promote/publicize this event? - Utilize promotions package, social media and the Office of Multicultural Affairs

Have you listed your event on the LakerLink event calendar? - Not yet

Page 3

Will a campus department, other student organization, or some other entity be co-sponsoring this event? Co-sponsorship's are when other campus department or student organizations help with the event. This can be financial, which will require a co-sponsorship agreement filed with Student Life, or non-financial, which can include participation or promotion. **Yes, co-sponsorship is NOT providing financial support**

Please list the co-sponsors for the event

- Office of Multicultural Affairs

What are the co-sponsors contributing to the event?

- Campus wide promotion of Black History Month events.

Page 4

Please describe any additional sources of funds being contributed that will impact this request **None**

Page 5

Expected Event Participants Please keep in mind that we only fund GVSU students for catering/food service and this is the number that will be used to calculate the per head, food rate. As of 4/1/2024 the per head, food rate for Cultural organizations is \$14-\$16 and all other organizations is \$12-\$14. **Number of GVSU students expected to participate - 100**

Number of GVSU faculty and staff expected to participate - 10

Number of people not affiliated with GVSU expected to participate - n/a