



# Appropriations & Cultural Funding Board Agenda

February 9, 2024 at 1:30p.m.

Kirkhof Room 2263

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1. Opening of Meeting
  - a. Meeting Called to Order 1:32 pm
  - b. Committee Introductions Evan, Sarah, karen, quinten, michael, richard, dip
  - c. Organization Role Call Stage, Professional society for minorities in honors
  
2. Hearing of Allocations Requests
  - a. Euphoria
    - i. No show
  
  - b. STAGE
    - i. what stage is
      1. theater club
      2. for non theater majors
      3. weekly meetings every thursday
      4. every year have a show call yikes
      5. have had 3 show in the past with really good success
      6. hope to have another musical next semester (footloose)
    - ii. Licensing
      1. expensing and complicated
      2. have to get licensing and pay royalties
      3. a lot of the budget is comprised of the budge
      4. pay for tracks and the rights to do the show
    - iii. building
      1. planning on staining benches and reuse in years to come
      2. painting some of the things they have and reuse paint for next years
      3. have the space to store equipment
      4. footloose is a more tamed and calmed down show so they want to repaint their equipment so that it can be used in the future
      5. they have protocols for painting. Their equipment and do it outside on tarps so not to get paint all over any of the buildings



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## iv. promotions

1. posters about the event
2. always push for promo to reach people that they would not normally reach
3. posters are always very visually interesting and stand out so people stop and look at them

## v. questions

1. sarah asked how well did legally blond do
  - a. ticketing system was a little sketchy but they did well over a hundred
2. Karen asked how many nights they are planning on doing
  - a. they are planning on performing the show for three nights again
3. Michael asked if you have to pay separate for rehearsal and performance
  - a. yes, you have to pay for both of them

## vi. evan motions to approve as adjusted for \$3498.77

1. Richard seconds
2. all yays

## c. Professional Society for Minorities in Honors

### i. about us

1. create event for minorities
2. hosting a karaoke event for people to come out and meet new people and have fun
3. there are incentives to come to the karaoke event

### ii. event

1. requesting funding for decoration, DJ at the event, and food from jets pizza

### iii. question

1. Richard ask when the last time you hosted this event
  - a. november 2023 100-150 people came out
2. karen asked if your planning on doing any other promotions
  - a. have instagram and have made mini flyers that they passed out at campus life night



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3. Quinten asked how does this relate to your mission
  - a. it creates a safe space for minorities
  - b. campus is majority white and this gives them a place for minorities to come and meet each other
4. Quinten asked do it double as a recruitment event
  - a. kinda
  - b. they want more people to come to their events and want to be more well known at their events
  - c. they were almost dissolved last year
5. Quinten asked if it would be possible for the bats or other supplies to be made. How would you store your supplies from year to year
  - a. could host a general meeting in the next couple of weeks to create these supplies instead of buying them
  - b. supplies are supposed to be reusable from year to year
  - c. work really closely to the honors closes which is where most of their supplies is stored
  - d. everything is reusable
6. Sarah asked if the candles are for the pumpkins
  - a. we have white tee lights
  - b. doesn't know what they are
7. Michael asked how many events you could use the streamers on
  - a. use on the next two halloween events
8. Dip asked if streamers are reusable
  - a. not really reusable
9. Michael asked to explain the two fringes
  - a. for a backdrop
  - b. planning on having a photo booth at the event
10. Karen talks about how they are storing their supplies not in the cages and then other clubs couldn't reuse the lights in the future
11. Karen asked why there is different types of pizza
  - a. have variety
12. Karen asked if we have lights we could use instead



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- a. have white lights
- b. not sure how long they are
- iv. Evan motions to approve the spider webs
  - 1. dip seconds
  - 2. All yays
- v. Michael motions to deny bat supplies
  - 1. Evan seconds
  - 2. all yays
- vi. Michael motions to deny pumpkin tee lights
  - 1. Evan seconds
  - 2. All yays
- vii. Michael motions to deny the streamers
  - 1. Evan seconds
  - 2. all yays
- viii. Michael motions to approve the pumpkin paper lanterns
  - 1. Evan seconds
  - 2. all yays
- ix. Evan motion to deny the second backdrop fringe
  - 1. Michael seconds
  - 2. all yays
- x. Michael motion to approve the first fringe backdrop
  - 1. Evan seconds
  - 2. all yays
- xi. sarah motion to deny the lights
  - 1. Michael seconds
  - 2. 3 yays
  - 3. 3 nays
  - 4. Quinten yays



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xii. motion to approve as adjusted at \$629.73

1. Michael seconds
2. all yays

3. Hearing of Cultural Requests

4. Adjournment 2:26 Pm

## Contact Information:

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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

Adam Mason  
SLF Assistant  
slffin@gvsu.edu

Danny West  
SLF Assistant  
slffin@gvsu.edu

Euphoria ICCA Fee | Page 1 of 1

## Budget Request: Euphoria ICCA Fee

Euphoria is competing at the International Collegiate Championship of Acapella. It is a International tournament of Acapella teams from across the world. To audition for the tournament every group has to pay a fee.

<b>Requested Total</b>	\$400.00
<b>Adjusted Total</b>	\$400.00
<b>Date Created</b>	Thursday, September 26, 2024 10:34:43 AM



# Appropriations & Cultural Funding Board Agenda

February 9, 2024 at 1:30p.m.

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<b>Submitted By</b>	Mason Litts
<b>Organization</b>	Euphoria
<b>Status</b>	Submitted on Thursday, September 26, 2024 3:24:26 PM
<b>Process</b>	Organization Competition Fee 2024-2025

## Additional Information

### Page 1

Before proceeding with this request, please click on the following link to review the 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. Enter @mail.gvsu.edu email address: - littsm@mail.gvsu.edu

### Page 2

Title of Event:

- International Collegiate Championship of Acapella

Dates of Event:

- First round of the event will take place in February, however entry fees are due Oct 15th.

Description of Event:

- International tournament of collegiate acapella teams

Please include any relevant websites:

- varsityvocals.com

### Budget Request: STAGE Musical Funding Spring Semester

STAGE is planing on producing Footloose the musical in the spring semester on the 10th, 11th and 12th of April. STAGE requires assistance with funding for building materials, purchasing the rights to the musical, and promotions.

<b>Requested Total</b>	\$3,547.60
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# Appropriations & Cultural Funding Board Agenda

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<b>Adjusted Total</b>	\$3,498.77
<b>Date Created</b>	Friday, September 13, 2024 7:03:06 PM
<b>Submitted By</b>	Hannah Hackett
<b>Organization</b>	STAGE
<b>Status</b>	Submitted on Friday, September 13, 2024 10:27:07 PM
<b>Process</b>	Campus Programming 2024-2025

## 4 Sections, 24 Line Items

### Section: Food Service - SC0223

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.

### Section: Promotions Office - SC0068

#### 7 Line Items / \$385.00

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

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

<p><b>Programs</b> Promotional Package (Expense)</p> <p>Promotional programs for the night of the event</p> <p><a href="#">promotions-pricing-16feb2024.pdf</a></p>	<p>300 x \$0.50</p>	<p>\$150.00</p>
<p><b>Banner</b> Other Promotional Materials or Design Time (Expense)</p> <p>A Banner to use to promote the event</p>	<p>1 x \$30.00</p>	<p>\$30.00</p>



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<a href="#">promotions-pricing-16feb2024.pdf</a>		
<p><b>Posters</b> Other Promotional Materials or Design Time (Expense)</p> <p>Posters to promote auditions for the show.</p> <p><a href="#">promotions-pricing-16feb2024.pdf</a></p>	<p>100 x \$0.20</p>	<p>j\$20.00</p>
<p><b>Pluggers</b> Other Promotional Materials or Design Time (Expense)</p> <p>Promotional pluggers to be handed out at fundraising events and meetings.</p> <p><a href="#">promotions-pricing-16feb2024.pdf</a></p>	<p>300 x \$0.05</p>	<p>\$15.00</p>
<p><b>Campus Posting Fee</b> Other Promotional Materials or Design Time (Expense)</p> <p>A fee for posting posters around campus</p> <p><a href="#">promotions-pricing-16feb2024.pdf</a></p>	<p>1 x \$10.00</p>	<p>\$10.00</p>
<p><b>Yard Sign</b> Other Promotional Materials or Design Time (Expense)</p> <p>Promotion material</p> <p><a href="#">promotions-pricing-16feb2024.pdf</a></p>	<p>1 x \$20.00</p>	<p>[Adjusted] \$0.00</p>





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<p><b>Photo Coverage</b> Other Promotional Materials or Design Time</p> <p>(Expense)</p> <p>We plan to utilizes photos from our show to further promote our club and to have professional coverage of our show</p> <p><a href="#">promotions-pricing-16feb2024.pdf</a></p>	<p>4 x \$40.00</p>	<p>\$160.00</p>
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**Section: Contractual Payment - SC0070**

**7 Line Items / \$2,769.50**

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

<p><b>Performance Fee Part 1</b> Other (Expense)</p> <p>The first of two performance fees.</p> <p><a href="#">STAGE Musical Lisencing .png</a></p>	<p>1 x \$206.25</p>	<p>\$206.25</p>
<p><b>Performance Fee Part 2</b> Other (Expense)</p> <p>The second of two performance fees.</p> <p><a href="#">STAGE Musical Lisencing .png</a></p>	<p>1 x \$618.75</p>	<p>\$618.75</p>
<p><b>Rental Fee</b> Other (Expense)</p> <p>A fee for renting the rights to the show</p> <p><a href="#">STAGE Musical Lisencing .png</a></p>	<p>1 x \$999.00</p>	<p>\$999.00</p>
<p><b>Shipping Fee</b> Other (Expense)</p> <p>A Fee for shipping the material.</p>	<p>1 x \$75.00</p>	<p>\$75.00</p>



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<a href="#">STAGE Musical Lisencing .png</a>		
<p><b>Rehearsal Tracks Fee Other</b> (Expense)</p> <p>A Fee for using the rehearsal tracks of the musical</p>	<p>1 x \$300.00</p>	<p>\$300.00</p>
<a href="#">STAGE Musical Lisencing .png</a>		
<p><b>Performance Tracks Fee Part 1</b> Other (Expense)</p> <p>The first of two fees for the performance tracks</p>	<p>1 x \$280.50</p>	<p>\$280.50</p>
<a href="#">STAGE Musical Lisencing .png</a>		
<p><b>Performance Tracks Fee Part 2</b> Other (Expense)</p> <p>The second of two fees for the performance tracks.</p>	<p>1 x \$290.00</p>	<p>\$290.00</p>
<a href="#">STAGE Musical Lisencing .png</a>		

**Section: Supplies - SC0003**

**10 Line Items / \$344.27**

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><b>3-Hole Ski Mask</b> Supplies (Expense)</p> <p>An essential prop that doubles as a costume piece that STAGE will benefit from utilizing for future productions.</p> <p><a href="https://www.walmart.com/ip/3-Hole-Winter-Ski-Mask-Balaclava-Black/48346342">https://www.walmart.com/ip/3-Hole-Winter-Ski-Mask-Balaclava-Black/48346342</a></p> <p><a href="#">STAGE Footloose Musical prop.png</a></p>	<p>3 x \$9.61</p>	<p>[Adjusted] \$0.00</p>
<p><b>Black Curtains</b> Supplies (Expense)</p> <p>An essential building material for set builds that can be reused for future productions.</p> <p><a href="https://www.amazon.com/Deconovo-BlackoutCurtains-Bedroom-_kv-7">https://www.amazon.com/Deconovo-BlackoutCurtains-Bedroom-_kv-7</a></p> <p><a href="#">STAGE Footloose Musical curtain prop.png</a></p>	<p>1 x \$28.33</p>	<p>\$28.33</p>
<p><b>Wood Staining</b> Supplies (Expense)</p> <p>Essential building material for set builds that can be re-used in future productions. <a href="https://www.lowes.com/pd/Minwax-Wood-Finish-Red-Mahogany-Oil-Based-Interior-Stain-Actual-Net-Contents-128-fl-oz/999914207">https://www.lowes.com/pd/Minwax-Wood-Finish-Red-Mahogany-Oil-Based-Interior-Stain-Actual-Net-Contents-128-fl-oz/999914207</a></p> <p><a href="#">STAGE Musical Wood Staining.png</a></p>	<p>3 x \$42.98</p>	<p>\$128.94</p>
<p><b>Yellow Matte Paint and Primer</b> Supplies (Expense)</p> <p>Essential building material for set builds that can be re-used in future productions.</p> <p><a href="#">-3007_3B__colorName--Fall+Meadow&amp;brand=HGTV_HOME_BY_SHERWIN_WILLIAMS</a></p> <p><a href="#">STAGE Musical Paint and Primer .png</a></p>	<p>1 x \$27.98</p>	<p>\$27.98</p>



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<p><b>Blue Matte Paint and Primer Supplies (Expense)</b></p> <p>Essential building material for set builds that can be re-used for future productions.</p> <p>-4006_9A__colorName-- Blue+Mist&amp;brand=HGTV_HOME_BY_SHERWIN_WILLIAMS</p> <p><a href="#">STAGE Paint and Primer #2.png</a></p>	<p>1 x \$27.98</p>	<p>\$27.98</p>
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/B00XBPH5JU/ref=sr\_1\_7?dib=eyJ2ljojMSJ9.iLzL  
\_mpTe4S4B52\_YsasxcsNMloGNOFNimDc8UFPWy9JNTEGvOsNC5  
OSLTnLFKoRGH2tce\_WD\_MvpKUXDQZqJbwFtObIAh-

YzjBxvJfEKZOz0&dib\_tag=se&keywords=8ft+blackout+curtains&qid=  
1726271125&sr=8.com/configure/paint?catalog=Paint&omniltemId=5  
005509429&refinement=colorNumber-

<p><b>Gray Matte Paint and Primer Supplies (Expense)</b></p> <p>Essential building material for set builds that can be re-used for future productions.</p> <p>-SM1030__colorName-- Sky+Line&amp;brand=HGTV_HOME_BY_SHERWIN_WILLIAMS</p> <p><a href="#">STAGE Paint and Primer #3.png</a></p>	<p>1 x \$27.98</p>	<p>\$27.98</p>
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# Appropriations & Cultural Funding Board Agenda

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<p><b>Black Matte Paint and Primer</b> Supplies (Expense)</p> <p>Essential building material for set builds that can re-used for future productions.</p> <p>-HGSW6258_colorName-- Tricorn+Black&amp;brand=HGTV_HOME_BY_SHERWIN_WILLIAMS</p> <p><a href="#">STAGE Paint and Primer #4.png</a></p>	<p>1 x \$27.98</p>	<p>\$27.98</p>
<p><b>White Matte Paint and Primer</b> Supplies (Expense)</p> <p>Essential building material for set builds that can be re-used for future productions.</p> <p>-7006_24_colorName-- Ultra+White&amp;brand=HGTV_HOME_BY_SHERWIN_WILLIAMS</p> <p><a href="#">STAGE Paint and Primer #5.png</a></p>	<p>1 x \$29.98</p>	<p>\$29.98</p>
<p><b>Command Strips</b> Supplies (Expense)</p> <p>Essential building material for set builds that can be re-used for future productions. <a href="https://www.amazon.com/Command-General-Purpose-Variety-17231-8&amp;th=1">https://www.amazon.com/Command-General-Purpose-Variety-17231-8&amp;th=1</a></p> <p><a href="#">STAGE Musical Material.png</a></p>	<p>1 x \$17.12</p>	<p>\$17.12</p>
<p><b>Red Matte Paint and Primer</b> Supplies (Expense)</p> <p>Essential building material for set builds that can be re-used for future productions.</p> <p>-1009_2_colorName-- Classic+Red&amp;brand=HGTV_HOME_BY_SHERWIN_WILLIAMS</p> <p><a href="#">STAGE Musical Paint and Primer #6.png</a></p>	<p>1 x \$27.98</p>	<p>\$27.98</p>

com/configure/paint?catalog=Paint&omniltemId=5005509085&refinement=colorNumbercom/configure/paint?catalog=Paint&omniltemId=5005509085&refinement=colorNumber-com/configure/paint?catalog=Paint&omniltemId=5005509429&refinement=colorNumber-



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com/configure/paint?catalog=Paint&omniltemId=5005509453&refinement=colorNumber4O8favutoxo7riLT9E02XCtzMEZmV464k2taSzWG9XgY5Xt7qZpHWXwheiXy3E4TW6L72eo7ulerAxWXVj3Yb4fJnArXXRM\_U50kmHBRpmZZkaTp0dYsxBgIV7F6zS34IE738Z%2Bstripes&qid=1726277200&sprefix=command%2Bstripes%2B%2Caps%2C105&sr=8com/configure/paint?catalog=Paint&omniltemId=5005509429&refinement=colorNumber-

## Additional Information

### Page 1

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 you @mail.gvsu.edu email address. - [hacketth@mail.gvsu.edu](mailto:hacketth@mail.gvsu.edu)

### Page 2

Program Information

Title of Program - Footloose The Musical

Date(s) of Program - April 10th,  
11th, 12th Time(s) of Program -  
7:30 pm

Event Location - Cook Dewitt

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. - Cook Dewitt

How will you promote/publicize this event? - By utilizing social media, club meetings, posters and pluggers

Have you listed your event on the LakerLink event calendar? - No, however we will after securing the rights

### 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. **No co-sponsors**

Please list the co-sponsors for the event



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- NA

What are the co-sponsors contributing to the event?

- NA

## Page 4

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

If you have selected a box other than NONE, please describe the amount of financial contributions in detail. - We are planing on doing multiple fundraisers to raise money and promote our show.

## 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 - 60

Number of GVSU faculty and staff expected to participate - 5

Number of people not affiliated with GVSU expected to participate - 400

If involving non-GVSU participants (guests), please explain - It is anticipated that the cast will invite their friends and family to attend the show.

### Budget Request: Halloween Karaoke Night Funds

It is a fun and great night for students to come and sing/dance their hearts out, meet new people, and make friends, and of course learn about our organization what we do and the resources we have! This is more of a recruitment event where we want all of honors and even non honors students come and speak with us the eboard as well as the faculty and staff advisors.

<b>Requested Total</b>	\$716.68
<b>Adjusted Total</b>	\$716.68
<b>Date Created</b>	Tuesday, September 24, 2024 1:17:15 PM
<b>Submitted By</b>	Jaymee Penn
<b>Organization</b>	Professional Society for Minorities in Honors
<b>Status</b>	Resubmitted on Thursday, September 26, 2024 4:22:34 PM







# Appropriations & Cultural Funding Board Agenda

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**Section: Supplies - SC0003**  
**\$137.91**

**8 Line Items /**

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.

<b>spider webs</b> Supplies (Expense) Spider webs 1 \$8.99 <a href="https://a.co/d/3MXPrPp">https://a.co/d/3MXPrPp</a>	1	1 x \$8.99	\$8.99
<a href="#">IMG_4171.png</a>			
<b>Bats</b> Supplies (Expense) Bats 1 \$8.99 <a href="https://a.co/d/eMcCR5V">https://a.co/d/eMcCR5V</a>	1	1 x \$8.99	\$8.99
<a href="#">IMG_4171.png</a>			
<b>pumpkin tea lights</b> Supplies (Expense) Pumpkin Tea Lights 1 \$18.99 <a href="https://a.co/d/7uoO9dE">https://a.co/d/7uoO9dE</a>	1	1 x \$18.99	\$18.99
<a href="#">IMG_4174.png</a>			
<b>streamers</b> Supplies (Expense) Streamers 1 \$8.99 <a href="https://a.co/d/cSxTPIA">https://a.co/d/cSxTPIA</a>	1	1 x \$8.99	\$8.99
<a href="#">IMG_4172.png</a>			
<b>pumpkin paper lanterns</b> Supplies (Expense) Pumpkin Paper Lanterns 2 \$29.98 <a href="https://a.co/d/4g2AJqS">https://a.co/d/4g2AJqS</a>	2	2 x \$14.99	\$29.98
<a href="#">IMG_4172.png</a>			
<b>fringe</b> Supplies (Expense) Fringe \$11.99. <a href="https://a.co/d/6h8bQoh">https://a.co/d/6h8bQoh</a>	1	1 x \$11.99	\$11.99
<a href="#">IMG_4173.png</a>			



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<b>backdrop/fringe</b> Supplies (Expense)					
			Fringe	1 x \$9.99	\$9.99
			\$9.99 <a href="https://a.co/d/bzcKeNt">https://a.co/d/bzcKeNt</a>		
<a href="#">IMG_4173.png</a>					
<b>lights</b> Supplies (Expense)					
	Lights	1	\$0.00 \$39.99	1 x \$39.99	\$39.99
-\$39.99			<a href="https://a.co/d/gIDC1j4">https://a.co/d/gIDC1j4</a>		
<a href="#">IMG_4174.png</a>					

## Additional Information

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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. - [pennja@mail.gvsu.edu](mailto:pennja@mail.gvsu.edu)

### Page 2

Program Information

Title of Program - Halloween Karaoke Night Date(s) of Program - October 25, 2024

Time(s) of Program - 6:30-9pm

Event Location - Niemeyer MPR Honors College

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. - Niemeyer MPR Honors College

How will you promote/publicize this event? - Posting the flyer on lakerlink and social medias and word of mouth

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

### Page 3



# Appropriations & Cultural Funding Board Agenda

February 9, 2024 at 1:30p.m.

Kirkhof Room 2263

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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. **No co-sponsors**

## 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 - 70-100

Number of GVSU faculty and staff expected to participate - 15-25

Number of people not affiliated with GVSU expected to participate - 1

If involving non-GVSU participants (guests), please explain - The DJ