**Centralized Process for Student Initiative Funding (CPSIF) Application Form**

**OVERVIEW**

1. Club/Activity/Organization Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. General description of club/activity/organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. If you are a new club, how are you different from existing similar clubs?
4. If you have been funded in the past and are asking for more money, explain the change.
5. We only fund engineering clubs which align with the four “Pillars of Support” of the CPSIF.

Please provide examples of an event/activity that you are planning this year that aligns with each of the four pillars:

|  |  |
| --- | --- |
| **CPSIF Pillars of Support** | **Event/Activity** |
| Enhances the undergraduate and/or graduate student experience in the Faculty |  |
| Builds community among students and alumni |  |
| Contributes to leadership and/or professional development of students in the Faculty |  |
| Increases the visibility, profile and/or awareness of the Faculty, EngSoc, and/or the discipline of engineering itself |  |

10. If your club/activity/organization is funded, how will your sponsorship funds be used?

(e.g. materials, promotional materials, food, etc. )

1. Does your organization provide professional development opportunities to students? If so, how?

**MEMBERSHIP/ATTENDANCE**

1. Please identify your student club executives by name, position and academic discipline

|  |  |  |
| --- | --- | --- |
| Name | Position | Academic Discipline |
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1. Please break down the number(s) of active members (i.e. NOT mailing list) that are Engineering Students and Non-Engineering Students

**Table 1: Breakdown of Engineering Students and Non-Engineering Students**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Engineering Students  Undergraduate | Engineering Students  Graduate | Non- Engineering Students  Undergraduate | Non-Engineering Students  Graduate |
| # of FT students |  |  |  |  |
| # of PT students |  |  |  |  |
| # of PEY students |  |  |  |  |
| Total # of students |  |  |  |  |
| % of students |  |  |  |  |

**Table 2: Breakdown of students by discipline**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Engineering Students (#)  Undergraduate | Engineering Students  (#)  Graduate | % of Students |
| Chemical Engineering |  |  |  |
| Civil Engineering |  |  |  |
| Computer Engineering |  |  |  |
| Electrical Engineering |  |  |  |
| Engineering Science |  |  |  |
| Industrial Engineering |  |  |  |
| Institute of Biomaterials & Biomedical Engineering |  |  |  |
| Materials Science & Engineering |  |  |  |
| Mechanical Engineering |  |  |  |
| Mineral Engineering |  |  |  |
| Track One |  |  |  |
| Non-Engineering |  |  |  |
|  |  |  |  |
| **TOTAL** |  |  | 100% |

**DEPARTMENTAL QUESTIONS**

For the funding department(s)/organization(s) that you are applying to, please describe how your initiative will enhance and/or support the department’s and/or organization’s community.

|  |  |
| --- | --- |
| **Funding Department/Organization** | **Impact on Community**  *(100 words or less for each)* |
| Chemical Engineering and Applied Chemistry |  |
| Civil and Mineral Engineering |  |
| Electrical and Computer Engineering |  |
| Institute for Biomaterials & Biomedical Engineering |  |
| Engineering Science |  |
| Mechanical and Industrial Engineering |  |
| Material Science Engineering |  |
| Engineering Society |  |
| You’re Next Career Network |  |

**ENGINEERING ALUMNI ASSOCIATION QUESTIONS**

The Engineering Alumni Relations Department encourages all student clubs requesting funding from our department to offer concrete volunteer or engagement activities for alumni. Examples of opportunities include: utilizing alumni as judges, panelists, guest speakers, mentors, or consultants to help the club fulfill its mission. Engagement may also include inviting alumni to club events/ presentations and writing a news story on your club’s activities for the Engineering Alumni Newsletter.

With this in mind, Please name all of the volunteer and/or engagement opportunities within your club that we should inform Engineering Alumni of? (Include dates of events)

**BUDGET**

Applicants are required to provide a zero-based budget that details all revenue sources that will support the operating needs of the proposed initiative(s). Please attach a budget summary, using the template provided, for the current and past fiscal year. For your application to be considered, **you must complete the sample budget template provided.**  Please note that incomplete or improperly completed budget proposals will result in a rejected application.