



Office of Multicultural Affairs Funding Request Form

240 Student Union | Stillwater, OK 74078

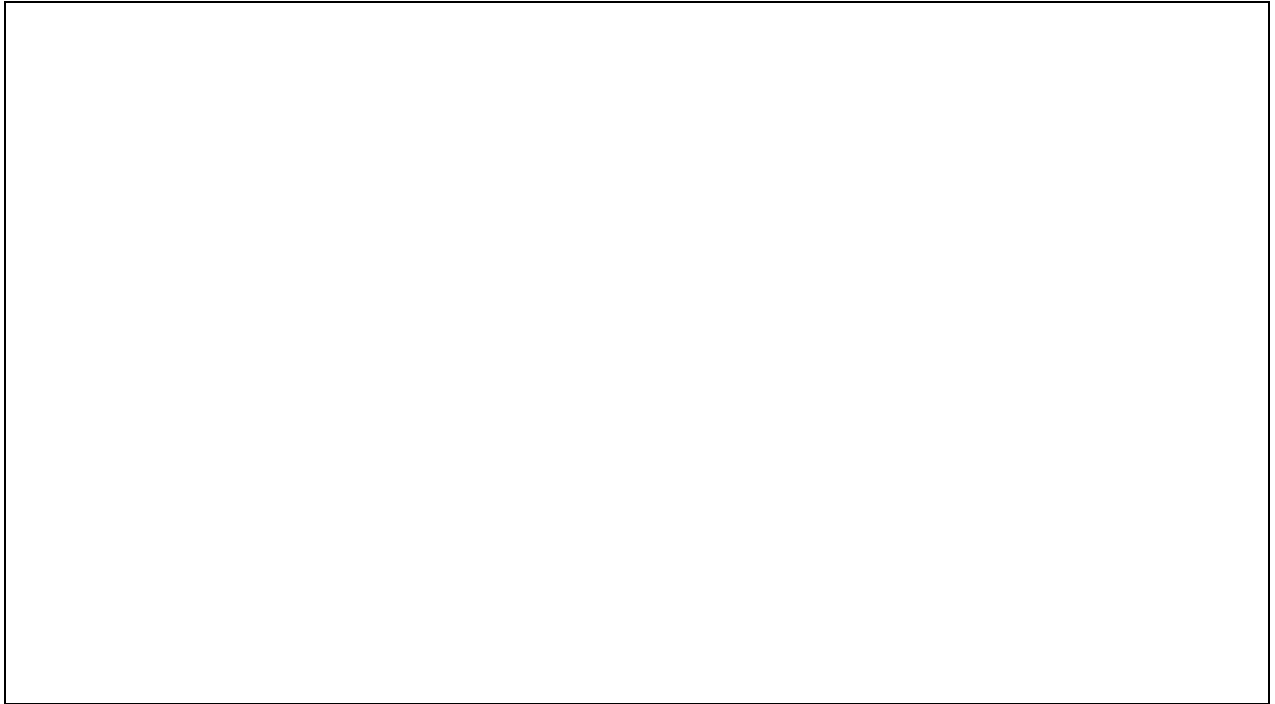
405.744.5481 | oma@okstate.edu

The Office of Multicultural Affairs, as an office of the Division of Institutional Diversity, has available a limited supplemental funding pool for assisting Recognized Student Organizations and academic departments for programs that promote diversity and inclusion. Due to the limited availability of these funds, an application/evaluation process has been established. These requests will be reviewed on a bi-weekly basis, and therefore applications should be submitted 4 weeks in advance of the event to receive full consideration. All applications must be typed, and any drafts of publicity materials should be attached to this application. All applicants or students receiving funding must have a minimum 2.75 GPA, and after event completion, each applicant/group must write a one-page summary of the event and how the funding was utilized and provide a copy to OMA. If this step is not completed, no future funding will be approved.

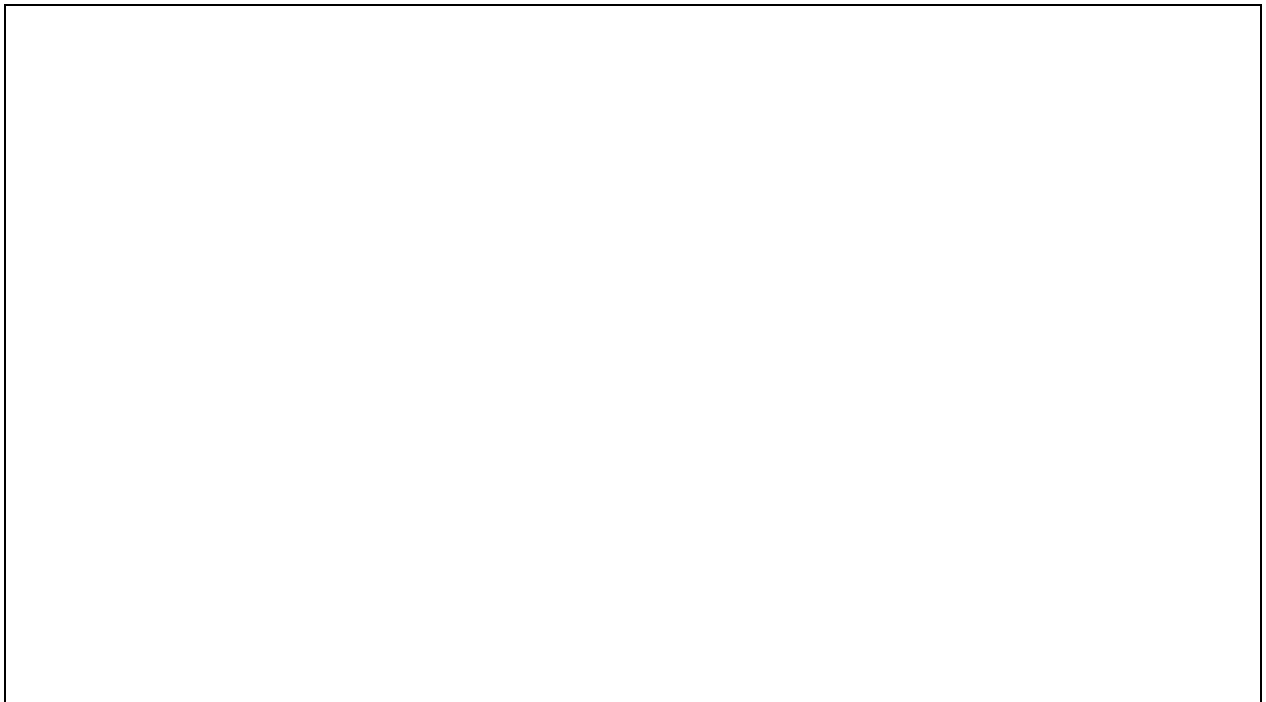
Organization Name	_____
Requester Name	_____ Requester Phone _____
Requester E-mail	_____ Requester GPA _____
Advisor Name	_____ Advisor Phone _____
Advisor E-mail	_____
Advisor Campus Address	_____
Event Title	_____
Event Date	_____ Event Time _____
Event Location	_____
Target Audience	_____
Purpose of Event	

Please return completed forms to the Office of Multicultural Affairs in 240 Student Union, Stillwater, OK 74078. For questions about the application process or the status of your request, call the Office of Multicultural Affairs at (405)744-5481. Recipients of Institutional Diversity or OMA Funding will be expected to include our logo on publicity materials for the program.

Organizational Mission

A large, empty rectangular box with a thin black border, intended for the user to write the organizational mission statement.

Statement of Need

A large, empty rectangular box with a thin black border, intended for the user to write the statement of need.

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Event Budget

Honorarium and Travel		
Honorarium		
Flight		
Hotel		
Rental Car/Mileage to/from airport		
Publicity		
Printing of Flyers		
A-Frames		
Ad in O'Colly		
Location		
Room Cost		
Catering		
A/V Equipment		
Miscellaneous Expenses		
Food and Drinks		
Total Budget		\$

Additional Funding Requests (pending and/or approved):
Office/Organization

Amount Requested

Amount Approved

_____	_____	_____
_____	_____	_____
_____	_____	_____

Requester Signature

Date

Advisor Approval

Date

For Office Use Only

OMA Director Approval

Date

AVP of Institutional Diversity Approval

Date

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