



Campus Department Funding Request/Proposal - Spring 2018

Proposal Deadline:

- **Final Deadline to submit a proposal/request October 20th at 5 pm.**
- **Please submit to ASI Administrative Office, U-SU Room 203 or e-mail Aaron Castaneda at asivpf@calstatela.edu and Intef W. Weser at iweser@calstatela.edu.**

I. Summary

On behalf of the Veterans Resource Center (VRC), I am submitting a proposal that will have a direct benefit to ASI, Cal State LA students, and campus military-connected students. We are asking for funding support for our annual Veterans Graduation Dinner where we will honor and recognize graduations student veterans and other students on active duty, reservists, and National Guard members. Our event will help bring awareness of ASI support services and initiatives and is a small way to show appreciating from our ASI Leadership and campus community, including our general student population.

II. Objective

Our objective is to host a dinner and ceremony where we invite campus leadership, including ASI student and staff leadership, to congratulate and speak about their support for our campus military-connected students. In addition, we plan to invite President William Covino, Cal State LA student veteran alumni, and an ASI Veterans Representative to share their message of support and appreciation for accomplishing their mission of earning a baccalaureate education.

III. Mission

To recognize the accomplishments of graduating Cal State LA military-connected students and to inspire them to continue their service to our communities and to excel in life as distinguished stewards of our campus.

IV. Description

We are asking for support to cover the costs for food, transportation and Honorarium for the Keynote Speaker, reservation of the U-SU Golden Eagle Ballrooms and accompanying equipment, photography, music, Challenge Coins and Honor Cords, and marketing and handout materials.

V. Management

The Veterans Resource Center (VRC) will be the lead coordinator for the event. Food will be ordered through Golden Eagle Hospitality and our office will order the same food as previously ordered. The Golden Eagle Ballrooms 1-3 have already been reserved. We will use the same template for the program as last year but will update content. We have already identified a National Anthem singer that will support the event. The VRC will identify a Keynote Speaker for the event based on feedback



from the Vets Peer Mentors. The VRC will also secure a photographer, DJ, and order the Challenge Coins and Honor Cords, and will develop the handouts with support from Reprographics.

VI. Marketing

The VRC will market the event to graduating student veterans using internal listservs of eligible students.

VII. Budget

Attached is the BEO from last year's graduation dinner. To summarize, we seek funding support of \$6,142 for the following:

Food – \$3,372.50

Tables and Equipment – \$716

Music Speakers – \$125

Fiesta Supplies – \$305

Uplights – \$300

Photographers – \$60

Parking and Loading Permit – \$13.50

Keynote Speaker Honorarium – \$500

Keynote Speaker Travel – \$50

Program Handouts – \$200

Facilities Work Orders – \$500

Total Request – \$6,142

VIII. Guidelines

Guidelines include programs that will have a broad impact on our students and their success and how others can support our campus military-connected students. The Veterans Graduation Dinner will offer an opportunity for our student veterans to be recognized for their accomplishments and the VRC plans to use those success stories to support current student veterans who need to see that their determination and work at Cal State LA will pay off. In addition, ASI and campus leadership will be able to see that the support we provide student veterans has a direct impact on their success.

IX. Criteria

Campus military-connected students who are graduating will directly benefit from this program, as well as key campus partners and leaders who serve our student veterans.



X. Survey

We plan to send out an assessment survey on the efficacy of the program to all attendees to ensure that we understand the impact it had on their awareness and understanding of how we support student veterans and how they feel as a result of our efforts to support them.

XI. Contact information

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