Submitted by:

ASI Recognized Student Organization Funding Request Form PENDING APPROVAL

Submission ID: 3617

RSO Funding Video

Watch the video for an in-depth explanation of the funding request submission process, including an overview of the funding policy, funding price list, and reimbursement process.

RSO Funding Overview

Recognized Student Organizations can submit a funding request prior to the event or after the event has occurred:

Prior -

- *Funding requests should be submitted no less than 10 business days prior to the date of the event to provide time for the event planning efforts.*

After -

- *ASI may consider allocating funds after an event has occurred.*
- *Post-event funding requests will be considered only in the semester in which they occur.*
- *The last day to submit a funding request is the deadline for the last Finance meeting of the semester.*

Funding Submission Deadline & Finance Committee Dates

The deadline for submissions is Friday, 12 pm, before the intended meeting. Any submission after that time will be reviewed at the following Finance Committee Meeting.

Finance Committee meetings are held on alternating Thursdays from 2-4 pm.

The Finance Committee Dates and Submission Deadlines can be found here: https://asicalstatela.org/club-funding-proposals-deadline

Student Organization Name * Math Gym Club

Officer Name * Edgar Yak-De Padua

Officer Position * President

Email Address *

Please be sure this email is CHECKED REGULARLY. If we have any questions about the funding request, this is the email we will use to reach out.

Event Information

An RSO can request funds for multiple events on a single funding request form if the events are connected (e.g., workshops, speaker series). However, if the funding request is approved, reimbursement happens after the last event.

All event(s) MUST BE OPEN to ALL Cal State LA students to be considered for funding

Event Title * Roblox Social Event

Event Date(s) * 11/18

Briefly describe the event * The Roblox Social Event is an academic/recreational event where students will engage in a mathematics competition on Roblox through puzzles and obstacle courses. This is followed by a social gaming session in which attendees can form teams. All Cal State LA students are welcome.

How will this event enhance the Cal State LA experience? * The event will enhance the Cal State LA student experience by helping to create community and to engage in mathematics outside the classroom. The subsequent social session allows students to unwind in a casual virtual environment and allows for social bonding.

Total Expected Attendance * 25

Expected Cal State LA Students' Attendance * 25

Approved Event Registration Form * Upload file

Roblox_Social_Event.pdf (Delete)

The event registration form must be approved by the Center for Student Involvement (CSI). Only the student who submitted the event registration form will be able to access the approved form.

Document: Campus_Groups_accessing_approved_event_registrations_1

Is your RSO requesting funds on this funding request for multiple events *

- ( ) Yes
- (•) No

e.g., workshops, speaker series, etc.

Cost Breakdown

ASI shall fund 50% of expenses when an event is a fundraiser or if the student organization is charging for attendance/participation.

What is your RSO requesting funds for? *

- [x] Hospitality
- [ ] Honoraria & Contracts
- [ ] Marketing
- [ ] Travel
- [x] Other

Select all that apply

Total Amount Requested from ASI * 100

Cost Breakdown - Hospitality

Hospitality includes food provided by UAS or the Student Organization (off-campus catering, pre-packaged foods: snacks, bottled drinks, etc.)

ASI hospitality limits are based on actual student attendance.
ASI will fund up to: Snacks - $7.00 and Catered Meals - $15.00

Description (include prices) * 5 Pizza ($9.95 each = $49.75)

ex. UAS Catering - BEO, 5 pizzas ($9.99 each = $49.95), soda ($7.99), etc.

Who is providing the food? *

- [ ] UAS Catering - BEO
- [x] Student Organization

Signed Food Permit Form * Upload file

Cal_State_LA_Temporary_Food_Permit_Request_Application_Student_Organizations_signed.p (Delete)

If you are not going through UAS, a food permit is required. Food permit MUST have all 4 signatures

Cost Breakdown - Other

Other includes anything that does not fall within the other categories (e.g., decorations, supplies, rental equipment, etc.)

- *Equipment* - ASI may fund the full cost of equipment rentals with a university faculty or staff member's oversight
- *Supplies* - ASI may fund up to a maximum of $100 for event supplies that are necessary for the success of the program. May consider funding supplies with a longer useful life, if the cost of the supply is under $50 and does not require a large space for storage
- *Admission Tickets* - ASI may fund up to $10 per Cal State LA student (i.e., movie tickets, museums, galleries, sporting events)
- *Prizes and Gift Cards* - ASI may fund up to $25 per person and no more than $100 per event

Description (include prices) * Gift Card ($25) Roblox Plus 2000 ($21.99)

ex. paint supplies ($25.00), paper plates ($4.50), etc.

Additional Supporting Documentation

The ASI logo for your event flier can be found here: https://asicalstatela.org/student-club-org-logo-guidelines

Estimates and relevant invoices for the event(s) * Upload file

Roblox_Pro_2000.png (Delete)
Giftcard.png (Delete)
costcopizzafoodcourtsign.jpg (Delete)

Screenshots of the items or provide links to every item your RSO is requesting funds for (e.g., Amazon shopping cart, invoice from a vendor, etc.)

Event Flier with the ASI Logo * Upload file

Roblox_Social_Event_1118.png (Delete)

Meeting Attendance

Attending the Finance Committee Meeting during which the funding request is considered is **HIGHLY ENCOURAGED** but not required

Will you or someone from your RSO be attending the Finance Committee Meeting? *

- (•) Yes
- ( ) No
- ( ) Not sure yet

Attendance can be either in-person or on Zoom

I acknowledge that submitting this request does not guarantee funding approval. All funding requests will be reviewed by the Finance Committee, and funding decisions are made during the Finance Committee meeting. If you are not in attendance, you will receive an email the following day notifying you of the outcome.

Edgar Yak-De Padua

Submitted by:

Event Details

Roblox Social Event

Social | Social Program

Come for the games, stay for the community! Join us for a relaxed evening of Roblox, where we'll ...
Read More

Wed, Nov 18, 2026
12:30 PM – 1:30 PM
Private Location (sign in to display)

Event Coordinator	Edgar Yak-De Padua	**Do you want to let people register to this event**	No
Team Members	-		
Dress Code	-		
Food Provided	-		
Speakers	-		
Sponsors	-		
Co-Hosted with	-		
Recurring Events	-		

Event Registration Form APPROVED

Submission ID: 3554

RSO Event Tiers/Deadlines

CSI has established event tiers intended to support student organization leaders in identifying the appropriate deadlines to submit event registration forms on Presence to ensure that the student organization advisor, the Center for Student Involvement, and the appropriate space reservations departments have time to review and approve the form.

Note: If applying to ASI for funding for an event, you must ensure to submit your event registration to follow the above deadlines AND that meets the ASI funding deadlines

Reservations for space must be made after the registration is approved. Your space is NOT automatically reserved for you. For full details about each tier and the types of events to correspond please visit the Student Organization Handbook.

1. Tier 1 - Submitted at least **15 business days** in advance: General Meetings & Outdoor Tabling
2. Tier 2 - Submitted at least **20 business days** in advance: Events may include food, amplified sound, external vendors, sales, film/tv screenings
3. Tier 3 - Submitted at least **20 business days** in advance: Events may include recreational activities or other activities that require general release waivers from participants
4. Tier 4 - Submitted at least **20 business day**s in advance: Travel off-campus or off-campus fundraisers
5. Tier 5 - Submitted at least **30 business days** in advance: Events include those with the intent to serve alcohol and hosting conferences or competitions of greater than 100 participants

Your event registration will be reviewed and approved based on these tiers and the required timeline.

Who is your student organization faculty/staff advisor? * Jason O'Neill

The advisor will receive notification to approve your event registration. CSI cannot review the submission until your advisor has approved.

Venue Additional Details

This form does not reserve your venue, you must do this after receiving the approved event registration through the appropriate departments (see ODC Training for links).

The following questions are used to better support the review of your event.

Set Up time * 12:00pm

What time do you need access to the venue in advance of your indicated event start time.

Clean Up Time * 2:00pm

What time do you need access to the venue after your event is over to clean up.

Location *

- ○ University-Student Union
- ○ Golden Eagle Ballrooms
- ○ Cal State LA Outdoor Space
- ○ Off Campus
- ◉ Cal State LA Other

Comments:

Collaborators

Student organizations may not reserve space on behalf of a department, an external organization/company, or another student organization if the submitting organization is not involved in the planning and execution of the event.

CSI may request additional information about the nature of the collaboration if there is insufficient information in this submission.

If this event is a collaboration with either on or off campus organization, please describe in detail the nature of the collaboration.

Are you collaborating with either an on-campus or off-campus organization? *

- ○ Yes
- ◉ No

Planned Activities

Depending on the nature of your event, your organization may be required to provide additional details, complete liability waivers, complete food permits, etc.

Please select all the planned activities that will be taking place at your event. * **(Maximum authorized answers: 10)**

- ☐ Tabling
- ☐ Clean Up (beach/yard/park/school)
- ☐ Recreational/sports activity
- ☐ Hiking
- ☐ Trip/Travel
- ☐ Bonfire
- ☐ Inflatables/Dunk Tank/Mechanical Bull
- ☐ Guest Speaker
- ☐ Proceeds to Benefit (Fundraiser, tabling selling non-food items)
- ☐ Amplified Sound (live or recorded) -outdoor (non U-SU Plaza)
- ☐ Movie Screening
- ☑ None of the above apply

Comments:

Will this event have security? *

- ○ Yes
- ◉ No

Food

Will you be serving food at this event? *

- (●) Yes
- ( ) No

Who will be providing the food?

- ( ) University Catering (UAS)
- (●) Student Organization

If the student org is purchasing the food from a store, restaurant, vendor - mark student org.

A completed, signed temporary food permit is required for all on-campus events with food unless the food is provided by University Catering. Pre-packaged snacks/beverages also require a food permit. *

Upload file

Cal_State_LA_Temporary_Food_Permit_Request_Application_Student_Organizations_signed.p
(Delete)

Document: Food_permit_example

Marketing/Media

Who is invited to this event? * **(Maximum authorized answers: 6)**

- [x] Student Organization Members
- [x] Cal State LA Community
- [ ] Other College Students
- [ ] General Public
- [ ] Closed Guest List
- [ ] Off Campus Media

Alcohol

Does your organization plan on serving alcohol at the event? *

- ( ) Yes
- (●) No

Will the event be held in a restaurant where alcohol is sold/served but will not be part of your event? *

- ( ) Yes
- (●) No

Event Funding

For more information on Recognized Student Organization Funding and Banking please visit: https://asicalstatela.org/recognized-student-organizations. For any other questions contact the Vice President for Finance via email asivpf@calstatela.edu by calling 323-343-4778.

What funding source is being used for this event? * **(Maximum authorized answers: 4)**

- [x] ASI Funding (new request for funds)
- [ ] RSO Existing Funds (on campus account)
- [ ] RSO Existing Funds (off campus account - only orgs with approved exemptions))
- [ ] Does not apply - no funds are needed

Organizations may apply for ASI funding and use existing funds for event(s). Mark all options that apply.

Only organizations with approved exemptions may bank off campus. All others must bank through ASI.

Will your organization be collecting funds for this event (fundraiser, charging for admission, etc) *

- ( ) Yes
- (●) No

Proceeds to Benefit (Fundraiser)

Type of Fundraising Activity *

- ○ Restaurant Fundraiser (percentage of sales)
- ○ Item Sale (store bought foods or merchandise)
- ○ Ticket/Audience Participation Fee
- ○ Donation from corporation/business/individual (privater external fundraising)
- ○ Fundraiser to benefit a philanthropy
- ◉ No Fundraising Activity

Please mark the most appropriate type of activity that corresponds with your event.

Confirmation Page

As an officer of this organization, I will take responsibility to ensure that the event that my organization is sponsoring will follow all guidelines set forth by the university. I acknowledge that this event and any associated event space reservations may be subject to cancellation based on my organization's recognition status.

I understand that submitting this form does not guarantee my event will be approved. I must reserve space with the appropriate venue, submitting this form does not reserve the space.

Acknowledgment of above statement *

Edgar Yak-De Padua

Roblox Social Event		
Items	**Quantity**	**Price**
Hospitality - Pizza ($9.95 each)	5	$ 49.75
Gift card ($25)		$ 25.00
Roblox		$ 21.99
	Total	$ 96.74
	Requested Amount	**$ 100.00**


KIRKLAND Signature
KIRKLAND Signature
PIZZA
SLICE
1.99
18" WHOLE
9.95
CHEESE: 710 cal. 4,260 cal.
PEPPERONI: 650 cal. 3,880 cal.
CHICKEN BAKE
CHICKEN BREAST, CHEESE, BACON, CAESAR DRESSING
3.9
840 cal.

amazon prime | Deliver to LUIS Los Angeles 90062 | All | 25 dollar gift card | EN



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Ask Alexa

Can it be scheduled for delivery? | Is the gift card customizable? | Can this be used for digital purchases? | Why you might like this | Compare with similar | Ask something else

Brand: Amazon

4.8 ★★★★★ (5,205) | Search this page

Overall Pick

$25.00

prime Today

Gift Amount ($10 - $2,000): **$25.00**

$10 | **$25** | $50 | $100 | $150

Custom amount from ($10 - $2,000):

$ Enter amount

Design Name: **Mini Amazon Padded Envelope**

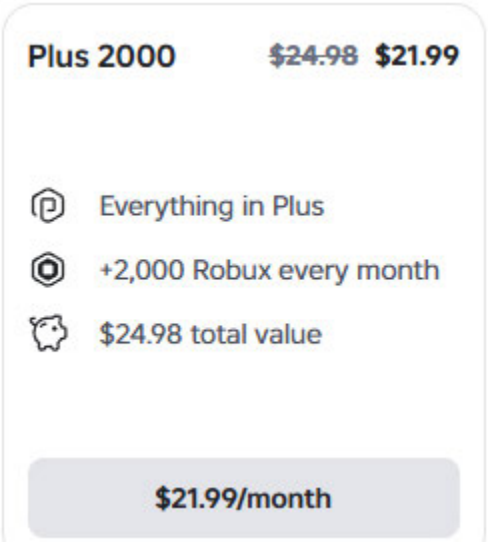
Brand	Amazon
Manufacturer	Amazon
UPC	192233093215

About this item

- Gift Card is redeemable towards millions of items storewide at Amazon.com
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- Gift Card is affixed inside a mini envelope
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RMEHS Office Use Only

PERMIT #: 2627-143

Temporary Food Permit Request Application

(Student Organizations)

All Cal State LA students, faculty, staff, and affiliates must obtain a Temporary Food Permit whenever food or beverages are distributed or sold to the public on campus. We regulate the food or beverages given out or sold at community events on campus to protect health, prevent disease, and promote healthy practices among the public.

Please submit your Temporary Food Permit Request Application as soon as possible or at a **minimum of 14 days** prior to event date to allow adequate time for processing.

Note: *This application is valid only for events at Cal State LA where food will be sold or given away to the general public.*

Event Information:

Name of Student Organization: Math Gym Club

Event Name/Title: Roblox Social Event

Event Location: Innovation Hub Library Northbasement Level A

Event Start Date: 11/18/2026 Event End Date: 11/18/2026 Hours of Operation: 5

Contact Name: Edgar Yak-De Padua Email _____ Phone: _____

Food Handler(s) Information: Food Handler Certificate(s)

Please attach a copy of all current Food Handler Certificate(s) with this application. If you do not already have one, please complete the Food Safety and Handling training and attach the certificate. For additional food handler names, you may add them on a separate page and include it as an attachment.

Note*: At a minimum, two (2) persons with a current Food Handler Certification is required to be present at your event* ***at all times.*** *You are required to retain a physical copy of your Food Handler Certificate while operating your event.*

Name of Certified Food Handler: Edgar Yak-De Padua Email: _____

Name of Certified Food Handler: Alexander David Email: _____

Food Type/Source Information: ☐ Snack Sale ☐ Food Sale ☒ Catering ☒ Other: Food for event

List exact food/beverage(s) that will be sold/served, including ingredients:

Pizza, Soda

Will alcohol be served/sold? ☐ Yes ☒ No ***Note:*** *If alcohol is being served/sold a permit must be on file and shown upon request.*

How will the food be protected or stored at proper temperatures? Pizza will be kept hot using insulated thermal delivery bags and soda will be in the fridge in cold temperature.

Provide the name(s) & address where food/ingredients will be purchased (e.g. Restaurant / Caterer / Store / Market).

Costco Wholesale (Alhambra) - 2207 W Commonwealth Ave, Alhambra, CA 91803

Sbarro - 5151 State University Dr, Los Angeles, CA 90032

For more locations, add them on a page as and attach it.

Catering/Vendor Information:
If you intend to use a licensed vendor to provide food at this event, please attach the following documents:

- ☐ County of Los Angeles Public Health Permit
- ☐ Business License
- ☐ Sellers Permit
- ☐ Certificate of Liability Insurance

Agreement: For the privilege of selling foods and/or beverages on campus, the Sponsoring Organization shall complete the online Food Safety and Handling Training prior to selling/offering food, and agree to read, understand, and comply with the Cal State LA Temporary Food Facility Guidelines governing food sales or service. Failure to comply with the rules may result in the loss of food and/or beverage selling/serving privileges and possibly disciplinary action.

Insurance (for Student Organizations Only): Student Organizations registered with Student Life and in good standing are automatically covered under the CSU Club Liability Insurance Program (CLIP). If a Certificate of Insurance is required, the Student Organization should contact Risk Management – EH&S for more information.

No liability will be assumed by Cal State LA, University-Student Union, or University Auxiliary Services for any food or beverage the sponsoring organization provides to the campus community.

Edgar Yak-De Padua	Edgar Yak-De Padua Edgar Yak-De Padua (Oct 18, 2026 12:13:10 PDT)	10/18/2026
1. Name of Student Organization Requestor	Signature	DATE
Fabiola Avina	Fabiola Avina Fabiola Avina (Oct 22, 2026 13:58:26 PDT)	10/22/2026
2. Name of Center for Student Involvement Approver *(USU 204) (Student Organizations Only)*	Signature	DATE
Amanda Tapia	Amanda Tapia (Oct 22, 2026 15:22:04 PDT)	10/22/2026
3. Name of University Auxiliary Services, Inc. Approver *(Golden Eagle Bldg. 314)*	Signature	DATE
Mike Morales	Mike Morales Mike Morales (Oct 26, 2026 08:42:26 PDT)	10/26/2026
4. Name of Environmental Health & Safety Approver *(Corporation Yard Bldg. 244)*	Signature	DATE

ASI ASSOCIATED STUDENTS, INC.

THE ACTIVITIES AND OPINIONS PRESENTED ARE NOT NECESSARILY THOSE OF ASSOCIATED STUDENTS, INC.

MATH GYM ROBLOX SOCIAL EVENT



INNOVATION HUB, LIBRARY NORTH A LEVEL

Wednesday 11/18 12:30-1:30pm

Join us and play some obbies, racing, mystery games. Meet some new friends, learn more about math gym. Food and refreshments will be provided. SIgn up using our QR code.