

Student Programming Association Sponsorship Guidelines

General Guidelines:

1. All fundraising requests must be submitted at a minimum of three weeks prior to the scheduled event date.
2. SPA will automatically deny a request for the following:
 - a. Requests that are not received three weeks prior to the event date
 - b. Greek Life organizations
 - c. Private RSO events
 - d. Events that serve as a fundraiser for RSOs
 - e. Applications from RSOs who have not hosted at minimum one fundraising event during the requested event semester
 - f. Activities that are not student-only events (open community events/off-campus public events)
3. Required Application Documents
 - a. A completed [SPA Sponsorship Funding](#) application
4. Fundraising Limitations
 - a. All requested items must be approved by the SPA Advisor and University Director of Purchasing
 - b. One single item cannot be valued at over \$100.00
 - c. No gift cards, cash, checks, or direct funds will be approved
 - d. Organizations are only permitted to have one approved sponsorship a semester