BOARD FOR STUDENT ORGANIZATION FUNDING

2026-2027



DIRECTOR OF FINANCE CONTACT:

DIRECTOR OF FINANCE: RAY KAPPEL
EMAIL: ASCSU_FINANCE@MAIL.COLOSTATE.EDU

APPLICATION LINK

https://ramlink.campuslabs.com/engage/submitter/form/start/729299

Weekly Meeting Information:

Every Tuesday, 5:30-7PM
Kistler Conference room

PRE-PRESENTATION UNDERSTANDING:

- The student organization applying must be a RSO recognized by SLiCE for the academic year (2026-2027) in which you are applying.
- The event must be open to all CSU-enrolled students.
- The application must be submitted by the applicable deadline based on necessary deadlines.
- The application must be completed on RamLink and submitted electronically.
- MUST RESPOND TO DIRECTOR OF FINANCE ON TIMELY BASIS

CO-SPONSORSHIP GUIDELINES

- Events costing BSOF under $1,000.00 require no co- sponsorship.
- Events costing BSOF between $1,000.00 to $3,000.00 need ten percent (10%) proof of co-sponsorship.
- Events costing BSOF between $3,001.00 to $7,000.00 need to provide twenty percent (20%) co-sponsorship and events costing BSOF $7,001.00 and above will need to provide at least thirty percent (30%) co- sponsorship.
- Any events charging students must provide fifty percent (50%) co-sponsorship.

FUNDING GUIDELINES

- Contracts must be fully complete with correct information and be submitted with a completed W- 9 form and a request for financial document (RFD) form no later than 21 calendar days or 3 weeks before the event.
- RSOs are eligible to obtain a cumulative maximum of $12,000 each academic year.
- Must apply 28 calendar days or 4 weeks minimum before event when a single line item is less than $5,000.00, and the total financial request for the event is less than $10,000.00.
- $4,999.99, the request must be presented at a BSOF meeting at least 42 calendar days or 6 weeks prior to the date of the event.
- If the total financial request for the event is more than $9,999.00, then no less than 49 calendar days or 7 weeks.

FUNDING WILL NOT BE AWARDED FOR:

- An RSO recognized by the Department of Campus Recreation as a "Sport Club"
- Awards, trophies, and prizes
- Capital expenditures (asset or equipment) anything with more than a one-time use
- Capstones, student projects, events receiving academic credit, or scholarships
- Concessions, Contest entries, Contributions or expenditures
- Departmental funding
- Donations
- Events occurring over fall break, winter break, spring break, and/or finals week,
- Flower and floral arrangements
- Newsletters
- Salaries or supplemental pay (please note, honorariums cannot be made in payment

to CSU employees: faculty, staff, or students)

PLEASE SEE BSOF BYLAWS FOR FULL GUIDELINES