

STUDENT EVENT ALLOCATION

FALL 2017 EVENTS

Student Event Allocation (SEA) is a program that allows Registered Student Organizations to submit proposals for events & programs such as speakers, lectures, dance performances, etc. Proposals are submitted a semester in advance of the proposed program.

The Student Event Allocation Committee decides proposed programs should receive monetary allocation for their programs, as well as the amount of money, based on the program proposal. The committee helps the organization with many aspects of their program planning & execution.

Important SEA Dates for Organizations

Fall 2017 Packets available.....	Monday, February 6th via TigerZone
Proposal Packets due (in Tiger Zone).....	March 15th
SEA Proposal Pre- Hearings	March 20th - 24th; 1pm- 3pm
SEA Hearings to present to Committee	Mondays 6pm- 10pm April 3rd, 10th, 17th

Tips for Proposal Submission

- The purpose of Student Event Allocation is to fund Registered Student Organizations to host events on campus. SEA will not fund any proposals where the Registered Student Organization does not have the majority control of the event.
- Complete the Student Event Allocation packet and any other necessary forms. The SEA Program Proposal must be signed by the RSO President and Faculty/Staff Advisor(s).
- Use the online EMS scheduling system to reserve space for your program(s). The location for all events must be reserved before submitting the proposal to the SEA Committee.
- Please complete the SEA Proposal Packet in its entirety. Incomplete packets and packets with missing program details will not be accepted (this includes dates, artist information, locations, etc.).