

Student Alumni Engagement Sponsorship (SAES)

The Student Alumni Engagement Sponsorship (SAES) provides funding to registered campus organizations (RCO's) that seek to promote the Student Alumni Association's values through programming. RCO's seeking to host programs that promote alumni engagement with students are eligible to apply.

VISION

The Student Alumni Engagement Sponsorship incentivizes campus organizations to proactively engage with their alumni through mutually beneficial programming.

GOALS

The Student Alumni Engagement Sponsorship's goals shall be to:

1. Empower organizations to proactively and independently connect and engage with alumni
2. Create opportunities for alumni to return to campus and give back their time, talent, and/or treasure
3. Improve student success outcomes by leveraging the support and help of alumni

ELIGIBILITY REQUIREMENTS

All programs must meet the following criteria to be considered for Student Alumni Engagement Sponsorship:

1. Programs must promote alumni engagement by connecting UCI students and alumni.
2. At least 50% of program participants or audience must be comprised of current UCI students and UCI alumni.
3. All programs must have a system to track participation and collect necessary contact information of participants for reporting purposes.
4. Program applications can only be submitted by registered campus organizations.
5. Program applications can only be submitted for a *planned* program (at least one month in advance). Funding will not be allocated for a program that has already taken place.
6. Program applications must be submitted before application deadline (11:59 p.m. on Friday of Week 2) to be eligible. Late or incomplete submissions will not be considered.
7. Programs must have received all necessary written approval by appropriate campus officials prior to consideration.

HOW TO SUBMIT YOUR APPLICATION

Completed applications can be submitted via email to ucisaa@uci.edu with a subject line in the following format: **SAES_MMDDYY_ProgramTitle**. Applications can also be mailed/ delivered to:

ATTN: April Hul
UCI Alumni Association
Newkirk Alumni Center
450 Alumni Court
Irvine, CA 92697-1225

UCI SAA UCI Alumni

2018-2019 Program Application

Please complete the following application accurately in its entirety. Incomplete or late applications will not be considered. For any questions or concerns, please contact us at ucisaa@uci.edu.

General Information:

Program Title: _____ Program Date(s): _____

Program Type (check all that apply):

- Mixer/Social
- Networking
- Mentorship
- Panel/Speaker
- Workshop
- Other, Please specify: _____

Total amount requested (\$500 max.): \$ _____

Partnering organizations, departments, or individuals (if any) on the program:

Expected Number of Total Participants: _____

% of Student Participants: _____ % of Alumni Participants: _____

Target Student Audience: _____

Target Alumni Audience: _____

Ticket Cost (if any): _____

Please list other funding sources (if any): _____

Primary Contact:

Name: _____

Club/Organization: _____

Position/Title: _____

Email: _____ Phone number: _____

Secondary contact (if applicable):

Name: _____

Club/Organization: _____

Position/Title: _____

Email: _____ Phone number: _____

How did you hear about this sponsorship? _____

Any comments or questions? _____

Program Description and Purpose:

1. Describe the overall purpose/goal and format of the program.

2. Describe how alumni and students will participate in the program.

3. What will be the process for implementing the program? Please include a timeline of dates and deadlines.

4. Describe your marketing or outreach plan for alumni and students. Note: In special circumstances, the Alumni Association can support organizations needing assistance contacting alumni.

UCI SAA UCI Alumni

Program Expenses:

List all program expenses* for which funding is being requested in the chart below. Please be as detailed as possible. Total amount requested cannot exceed \$500.00 total. Note: If funding is awarded, verification of expense (i.e. receipt, invoice, etc.) is required for reimbursement.

Item	Purpose	Cost
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$

Total Amount Requested: \$ _____

*Things to Consider regarding Expenses:

- Alcoholic beverages and gifts/prizes over the price of \$75 are **not** reimbursable
- Food and beverage costs cannot exceed the maximum per person cost based on university policy. Meal maximums per person and additional information can be referenced [here>](#)