Jesse Snow Memorial Fund
Grant Award Criteria and Process

Applications will be accepted February 2nd through February 27th.

Jesse Snow, a 20-year-old Sac State student, was fatally injured in October 2001, following an evening of drinking at the Chevy's restaurant located on Howe Avenue near the campus. At the behest of parents, Patricia Metzger-Snow and Stephen Snow, Chevys has made a $50,000 donation available to Sac State.

Funding Priorities

A) The Snow Family has established three priorities for use of these funds by the campus. All proposals should meet one or more of the following funding priorities.

1. Alcohol education and prevention programs.
2. On-campus, non-alcoholic social events that target a general Sac State student audience.
3. Development of the ASI Safe Rides program (approximately 20% of the fund).

B) Special consideration shall be given to projects/activities that encourage healthy lifestyle choices without alcohol; are innovative; have demonstrable need; benefit and appeal to the greatest number of Sac State students; and include collaboration with other funding sources.

C) The following will not be considered for funding:
   - Requests submitted after the deadline.
   - Requests with incomplete applications, lacking budget forms and written quotes.
   - Requests for commencement-related expenses for specific student groups.
   - Requests that are self-serving or of benefit to only special interest groups or persons.
   - Requests for the hiring of personnel or travel.
   - Requests for personal or institutional loans.
   - Requests for computers, related hardware and software, or components to build a computer.
   - Requests to support events related to membership recruitment or induction.
   - Requests for funding for projects/activities/events occurring prior to approval of funding request.
   - Requests that are not typewritten.
   - Requests that do not meet one or more of the funding priorities.
   - Requests for events that include the service of alcohol.

Guidelines, Criteria and Considerations

A) The sub-committee will consider requests for funding where the:
   1) Applicant is or represents a department or recognized student organization on the Sac State campus;
   2) Proposal clearly meets one or more of the funding priorities;
   3) Proposal provides a specific, detailed invoice or official price quote for each individual item for which funds are being requested;
   4) Need for funding is clearly established and documented in the written proposal;
5) Proposal indicates careful planning, ability to implement, and specific responsibility for project/activity/event success;
6) Goals of the project/activity/event are clearly stated and feasibility and accomplishment of stated goals are within stated timeline;
7) Target audience is Sac State students; and
8) Application is complete.

B) Funding consideration normally shall be on a one-time basis. However, recurring projects/activities that are an integral part of University activity and/or achieve high visibility and make significant contributions to the University community may be considered along with non-recurring projects/activities.

C) Funds must be used within six (6) months of the award date, unless otherwise specified by the Jesse Snow Memorial Fund Committee. Requests for extensions must be submitted in advance and in writing to the chair of the Alcohol Advisory Council.

D) As a condition of funding, award recipients will be expected to submit a final report indicating how funding was spent and including a summary of the event/activity that was funded.

Funding Process
A) Funds will be made available through an application process to the Alcohol Advisory Council Jesse Snow Memorial Fund Sub-Committee.
B) The subcommittee will be made up of the following representatives:
   1) The Chair of the Alcohol Advisory Council
   2) Faculty Representative
   3) Health Education Representative
   4) Residential Life Representative
   5) Sacramento Community Representative
   6) ASI Student Representative
   7) Student Representative
C) If an application is submitted from an area represented by one of the subcommittee members, the individual will be recused from reviewing that application.
D) Applications will be reviewed each semester by the Jesse Snow Memorial Fund Review Committee, a sub-committee of the Alcohol Advisory Council.
E) Partial funds may be awarded and limitations may be placed on the use of awarded funds.
F) When feasible, all printed materials should acknowledge funding from the Jesse Snow Memorial Fund.

General Instructions
A) Submit one copy of a typed, completed application by 4:30pm on February 27, 2015 to Room 1011 of the Health & Wellness Promotion Department at The WELL or by emailing the application to Sabrina Word at Sabrina.word@csus.edu.
B) Include a written quote from each vendor for each specific line item you are requesting.

Single request for funding of projects/activities/events normally will not exceed $2,500 for any given semester. For more information, please contact Sabrina Word at sabrina.word@csus.edu or (916) 278-6026.