Graduate Student Association (GSA)
Brandeis University
Graduate Student Chartered Club and Organization Funding Policy

All Graduate Student Association (“GSA”) registered graduate student clubs and various other graduate student organizations have the right to request funding from the GSA Club Fund, which is derived from the Graduate Student Activities Fee fund.

Funding requests for each semester can be submitted to the Graduate Student Association. Most requests will be reviewed within a few days. For larger requests, please give us up to one month for approval, as some requests require the vote of the GSA Executive Board.

Rules for funding chartered clubs/organizations:
- Club/organization must be open to ALL Graduate Students
- Clubs/organizations should follow an open policy whereby all members, as applicable and appropriate, are included in the decision making and finances of the clubs.
- Clubs/organizations must use club funding without any favoritism to certain/few of its members. If an event or activity is planned where only a few members stand to benefit, then an open selection policy should be used. All members should be given a fair and equal chance to participate in events.
- If, at any time during the semester, a club fails to meet any of the aforementioned rules, or if any of its activities go against the fair use of funding, then the GSA Executive Committee (EC) has the right to rescind/cancel approved funding for that semester.

How Funding is Approved

Funds are set aside every year for Club/Organization Funding Requests. Funding requests are generally considered based upon the value of the request as it pertains to the overall Graduate Student population and the available funding amount. For larger requests (over $100) the GSA EC will discuss at their next scheduled meeting. The GSA Club Fund budget will be distributed in a fair and impartial manner to all requestors.

How to Submit a Funding Request
- A GSA funding request form must be completed online: Funding Request Form
- You will be asked to include the following:
  • Event Date(s)
  • Description of event
  • Upload flyer or advertisement for event (optional)
  • Number of participants
  • Target population
  • Amount of funding
  • How you plan to use funding

Updated 2/4/2016