

2025-2026 Student Assembly Special Projects Funding Request Survey PENDING APPROVAL

Cornell Student Assembly Special Projects Application (Part 1)

Dear Cornell Student Assembly Special Projects applicant,

This form is the official application for AY 2025-2026 Special Projects funding. Below are guidelines for the Special Projects fund:

The Student Assembly may choose to fund any project, program or service through the Assembly Special Projects that it deems to improve the quality of undergraduate student life. Special Projects funding is a type of category spending. Special Projects funding may be requested by any of the following, but not limited to:

- (i) Any Cornell registered student organization,
- (ii) the Assembly committee chairs that seek funding for expenditures that exceed their committee's budgeted allocation.

(1) The President and Vice President for Finance together may approve any special projects funding request up to \$500 without consultation with the Executive Committee. Amounts up to \$500 may also be funded by a majority vote of the Executive Committee. Request must be made public at a Student Assembly meeting in the form of an "Announcement/Report" before being approved. Any voting member can motion for the request to be sent to the Executive Committee if they feel necessary.

(2) The Executive Committee shall decide upon special projects requests over \$500 and under \$2,500 by a majority vote. The Assembly, at large, may reverse an Executive Committee decision to fund amounts over \$400 by a two-thirds vote. The request should be presented to the Student Assembly in the form of a resolution.

(3) Requests \$2,500 and over shall be decided upon by a majority vote of the Executive Committee and confirmed by a majority vote of the Student Assembly, at large. The Assembly, at large, is only required to confirm requests of \$2,500 or greater. The request should be presented to the Student Assembly in the form of a resolution.

In addition to the Special Project rules outlined in the 2025-2026 Standing Rules, pursuant to APPENDIX B: STUDENT ASSEMBLY GUIDELINES FOR FUNDED ORGANIZATIONS, Section 4: Organization Specific Guidelines (lines 822-825) of the [Student Assembly Charter](#), an organization is only allowed a maximum of \$5,000 per semester in Special Projects funding.

- x. Student Assembly
 - a. The Student Assembly allocation shall be managed and overseen by the Cornell University Office of Assemblies Department.
 - b. The Student Assembly Special Projects allocations should not exceed \$5,000 per organization per academic year.

What Organization is requesting the funding? *

International Affairs Society at Cornell

Please do not just display an acronym, type out your group's name in its entirety.

What is your role in your organization? *

Vice President of Finance

If applicable, please list all conflicts of interest that your organization has with the Student Assembly. (Ex. Names of Organization members who are members of the Student Assembly or Student Assembly committees) *

N/A

Please list any Student Assembly members or committees you have worked with in regard to this project.

What Primary Funding Byline Organization does your Organization currently receive funding from? *

Student Activities Funding Commission (SAFC)



What is the Total Expected Cost of your project? *

5120

What is the total disbursement your organization is requesting from the Special Projects fund? *

5000

Please describe the project your organization intends on using Special Projects funding for.

If this is for a one-time event, please include the name of the event, date of the event, expected attendance at the event, etc.

If this is for a one-time purchase of a good or service, please describe the items to be purchased, quantity purchased, cost per item, number of people this purchase will affect, etc. *

The funding will be used to cover our attendance in the North American Model United Nations Conference hosted by the University of Toronto, including transportation, registration fees, hotel, and food. We will be taking 12 delegates in total. The conference takes place in Toronto, from 02/19 to 02/21.

Please list all sources of funding your Organization has received or requested from in the 2025-2026 AY. This includes funds that will not be used on this project, as well as funds that will be used on this project. *

We received funding from SAFC and the Public Events Fund (PEF).

Please list all sources of funding your organization received, has applied for, or intends to apply for in the 2025-2026 AY. In addition, name all sources of funding that will be used to fund this project. Finally, name all other possible sources of funding that have failed to fund this project and how they have failed.

Please quantify the expected number of students impacted by this project. *

12

Please describe the expected number of attendants and/or students impacted by this project.

Please outline all sources of income and expense for your organization in AY 2024-2025. *

Income: SAFC, Cornell International Affairs Conference, Cornell Model United Nations Conference Expenses: University of Pennsylvania Model United Nations Conference: \$4286 McGill Model United Nations Conference: \$10183 Harvard National Model United Nations Conference: \$4000 Miscellaneous (food for socials, meeting materials etc): \$450

This should not be a transaction history. Expenses should be event costs, food for meetings, etc.

Please describe all related expenses for this project. Be as specific as possible when describing each expense, and be sure to include quantities purchased, the cost per unit, and a breakdown of food costs if applicable. Include any links to websites used to purchase these items or services. *

Registration fee - \$115 CAD per delegate + \$80CAD delegation fee, \$1137.87 for all 12 delegates Hotel Accommodation - \$2568 Transportation (bus to/from Ithaca) - \$1014 Projected food cost - \$400

Please list and describe the expenses by category for the project.

Describe how your Organization intends to adhere to Cornell University Policies related to Accessibility and Inclusion. *

The Cornell International Affairs Society is committed to making all our events accessible and inclusive. All of our communications and online content follow Cornell's Web Content Accessibility Guidelines. CIAS has a zero tolerance towards discrimination and harassment in any capacity. Our selection process for the conference delegation is open all eligible Cornell students regardless of merit and protected status. We will clearly communicate expectations that all members shall uphold Cornell's standards of conduct, including zero tolerance for bias, discrimination, harassment, or sexual and related misconduct during trip preparation, travel, and the conference itself. Any concerns that arise will be taken seriously and addressed promptly, including but not limited to referring delegates to appropriate university resources such as the Cornell Office of Civil Rights.

Note: Although your project/ initiative may be targeted toward a specific group of Cornell students, your Organization can not discriminate against identities protected under Policy 6.4, which are those protected under federal, state, and local equal education and employment laws and regulations.

Policy related to Accessibility (Policy 5.12: Web Accessibility)

Policy related to Inclusion (Policy 6.4: Prohibited Bias, Discrimination, Harassment, and Sexual and Related Misconduct)

Please upload the most updated Constitution or Charter for your organization. *

 Upload file

[CIAS_Constitutiondocx.pdf](#) (Delete)

Please upload the most updated Bylaws or other Governing Documents for your organization. *

 Upload file

[CIAS_Inc_Bylaws_Final.pdf](#) (Delete)