



# GREEN FUND

## Event Sponsorship Request

**Green Fund Mission Statement:** “The NAU Green Fund promotes student participation in and provides funding for projects that reduce NAU’s negative impact on the environment and create a culture of sustainability on-campus.”

### REQUIREMENTS FOR FUNDING:

- The event must take place on the NAU Flagstaff Mountain Campus.
- The person submitting the Event Sponsorship Request must be a current NAU student, faculty, or staff member.
- Event leaders must provide all necessary documents, letters of support, and authorizations prior to submission.
- The Green Fund distributes funding to the SPONSORING DEPARTMENT. Event teams must partner with a university department for the Green Fund to be able to distribute funds for the event. Once the Event Sponsorship Request has been successfully completed and approved, the Green Fund will distribute funds to the department.
- All Event Sponsorship Requests should be submitted to <greenfund@nau.edu> for review via this form.

### Disclaimers:

- **Event Sponsorship Requests must be submitted four weeks prior to the event or more.**
- **If you are requesting funding for catering, a completed Event Sponsorship Request form must be submitted five weeks prior to the event or more. Additionally, the Green Fund is NOT responsible for submitting catering requests. ALL catering orders must be coordinated by the sponsoring department.**
- **If you are a student group under the Office of Sustainability, therefore not needing a sponsoring department, a completed [Catering Authorization Form](#) must be submitted to the Green Fund NO LATER than 5 days after the event.**
- **Upon submission of this form, it may take the Green Fund Committee multiple weeks to vote on whether or not to approve the request.**
- **A sponsoring department must take responsibility for an event’s operations and management. Event sponsorship requests MUST include a letter of support from the sponsoring department. This letter will acknowledge the sponsoring department’s responsibility for properly distributing the appropriate funds.**

We highly recommend meeting with a Green Fund Committee member prior to submitting the application. The Green Fund Committee member will assist you with the Event Sponsorship Request writing process, if needed.

**CONTACT INFORMATION**

<b>Contact Information</b>	
<b>Event Leader Name:</b>	Ani Johnson (Green Fund)  Amanda Schofer (Green Jacks)  Dr. Kent Linthicum  Dr. Katrina Maggiulli
<b>Phone:</b>	Ani - 7198380620
<b>NAU Email:</b>	<a href="mailto:aaj373@nau.edu">aaj373@nau.edu</a> (Ani)  <a href="mailto:ams3642@nau.edu">ams3642@nau.edu</a> (Mandy)  <a href="mailto:kent.linthicum@nau.edu">kent.linthicum@nau.edu</a>  (Dr. L)  <a href="mailto:Katrina.Maggiulli@nau.edu">Katrina.Maggiulli@nau.edu</a>  (Dr. Maggiulli)
<b>Date:</b>	February 25th (6:30 PM)
<b>Event Name:</b>	Better World Film Series 2026 - "Dolores" screening

<b>Event Department/ Advisor Information</b>	
<b>Event Advisor Name:</b>	<b>Dr. Linthicum</b>  <a href="mailto:kent.linthicum@nau.edu">kent.linthicum@nau.edu</a>
<b>Phone</b>	
<b>NAU Email:</b>	<a href="mailto:kent.linthicum@nau.edu">kent.linthicum@nau.edu</a>
<b>NAU Department/ Unit for Funding Reimbursement</b>	NAU Green Fund

## Event Overview

**Please respond to the following prompts to the best of your ability, for prompts that are not applicable, please list N/A.**

1. What organization, club, or unit is this event for? If this is a collaborative event between multiple organizations, name all parties and provide a brief explanation of their involvement.

This is a collaborative event - we are working with Green Jacks, College of Arts & Letters, and the Office of Sustainability, in an effort to show intriguing and educational environmental-related films for public viewing to any member of the NAU community.

2. Provide a thorough description of the event you are requesting sponsorship for. Include the date, time, location, planned activities, projected attendance, and target audience.

We have several planned screening events to start off the spring film series, with the first being "Dolores," a film about Dolores Huerta and her role in organizing California farmworkers as the co-founder of the UFW (United Farm Workers), in alliance with the Chicano Movement, the Civil Rights Movement, gay liberation and US-based LGBTQ social movements, and the late 20th century women's rights movement. This screening will be educational in both a union-forming sense from an agricultural farmworkers perspective, as well as justice advocacy related, as it ties greatly with the Civil Rights Movement, LGBTQ social movements, and women's rights movement. The screening will provide attendees with Sodexo-catered food as an additional incentive to attend. The projected/ targeted audience is NAU students and faculty from any major or department, likely those in Environmental-related fields will feel more inclined to participate, but we are hoping that students from all different departments will attend, as it will increase our impact. Additionally, the screening is co-hosted by Green Jacks, Green Fund, SOMOS NAU, and the College of Arts and Letters, and members of the LSU (Latine Student Union) have expressed interest in attending, as well.

3. Provide an overview of your outreach plan. Include promotional materials and platforms through which you will promote the event.

The CAL marketing specialist, Jaime, has come up with flyers for advertising, and the Green Fund PR Specialist is planning to post the flyers on social media/ online accounts/ as well as the CAL marketing team.

4. Will this event be advertised and available to the entire NAU community?

Yes.

5. How does this event promote sustainability at NAU?

This event is based entirely on environmental education, and the films were chosen to specifically focus on social justice & environmental agriculture justice. By watching these films, NAU community members will be more aware of the many ways that environmentalism is present in the world, and hopefully will be inspired to take action to create positive change in their local communities.

6. What category best fits your event?

- Waste Minimization
- Multicultural**
- Environmental Justice**
- Sustainable Landscaping / Gardening
- Communication**
- Education**
- Forestry
- Other (Enter Below)
- Sustainability culture & awareness**

7. If you are an official NAU club, have you already registered this event through True Blue Connects?

Green Jacks / SOMOS NAU

8. For all organizations, clubs, and departments, have you obtained necessary permissions and reserved space? If so, please provide confirmation of your reservation.

Yes. Liberal Arts room 120, and we are using "Kanopy" through the library's website, so it is a free screening for the PPR rights.

9. Please list all additional sources of funding you have pursued, including department,

grants, ASNAU graduate, student government, STAC, etc.

N/A

**Provide an itemized budget with justification below:**

Item	Quantity	Price (tax + shipping included)	Justification
Sodexo Catering	8 Pizzas	160	Cost for \$20/each pizza, and potential other foods.
<b>Subtotal</b>	\$160		

<b>Subtotal</b>	
<b>5% Contingency (5% of total project cost)</b>	\$8
<b>Total Project Cost</b>	\$168

I am aware that the sponsoring department of this event will be responsible for properly partitioning funds and obtaining necessary event materials after disbursement.

**Coordination Expectations**

- The Green Fund reserves the right to promote and host space at ANY and ALL SPONSORED EVENTS.
- - The Green Fund logo must be included on all promotional materials. You are expected to coordinate with the current Green Fund Public Relations Specialist to jointly promote the event.
    - [ang496@nau.edu](mailto:ang496@nau.edu) (Ashley Gehrman)
- \*Events under the Office of Sustainability are required to coordinate:

- **All promotional requirements** with the current Green Fund Public Relations Specialist
  - [ang496@nau.edu](mailto:ang496@nau.edu) (Ashley Gehrman)
- **All payment and purchasing activity** with the current Green Fund Treasurer.
  - [mgh336@nau.edu](mailto:mgh336@nau.edu) (Makayla Harmon-McIntosh)
- **All catering requests** with the current Green Fund Outreach Specialist
  - [ltm228@nau.edu](mailto:ltm228@nau.edu) (Laynie Madden)

### Sponsorship Form Completion Checklist

- Contact Information
- Project Overview
  - Outreach Plan
- Project Budget
- Obtain **ALL** necessary letters of support, permissions, and confirmations of space reservation. Attach the letters of support to the completed application.
- Submit the completed form to [GreenFund@nau.edu](mailto:GreenFund@nau.edu)

*Thank you for your submission. We deeply appreciate your commitment to sustainability at NAU, and we look forward to working with you.*