Sponsorship Agreement – Proposal/Planning Sheet

1. Responsible Parties
   - Name of Student Organization:
     - Name of Student Organization Representative:
     - ONID User Name of Student Organization Representative:
   - Name of Designated Faculty Advisor:
     - ONID User Name of Designated Faculty Advisor
     - Name of Sponsoring Unit (college, school, office or program sponsoring the student organization):
     - Name of Unit Head, Authorized to Sponsor the Student Organization (Or Designee)
     - ONID User Name of Unit Head (Or Designee)

2. Please detail what support and/or resources will be provided to the sponsored organization by the Sponsoring Unit in each of the following ways:
   - Financial Support (direct allocation from sponsoring unit):
     - None
     - Up to $100
     - $100 - $250
     - $250 - $500
     - $500 - $1000
     - $1000 - $2000
     - $2000 - $4000
     - More than $4000
       - Specify Amount
     - Available upon request
       - Specify conditions
     - TBD
       - Specify conditions
   - Office Space (Building & Room Number):
   - Storage Space (Building & Room Number):
   - Other Operational Space (Specify space, purpose and address where applicable):
   - OSU Equipment utilized for general operations of Student Organization:
     - Agriculture equipment
     - Computer Equipment
     - Electronic Equipment
     - Farm Equipment
     - Forestry Equipment
     - Lab Equipment
     - Lighting Equipment
     - Office Equipment
     - Sound Equipment
     - Sporting/Recreational Equipment
     - Tools
     - Vehicles
     - Other (please specify)
   - Other - Please detail any other support being provided to the student organization by the sponsoring unit

3. Property or equipment owned by the student organization. Any item not listed here will not be considered for insurance coverage:
   - Does the Student Organization Own a Vehicle?
If vehicle is registered with the DMV, list year, make and model and name in which the vehicle is titled
- If not a registered vehicle with the DMV, list type of vehicle & purpose
- Does the Student Organization own property or equipment?
  - If Yes, list all property and approximate replacement value

4. If the Sponsoring Unit has specific expectations of the student organization or further conditions for sponsorship beyond what has already been indicated, please specify here:

- The information identified and agreed upon in this document should be entered into the sponsorship agreement, available through the Student Organization database located at https://studentorgs.oregonstate.edu/sli2/.
- Upon submission of the online sponsorship agreement, all parties in section 1 above will receive an email asking for confirmation and approval of the agreement. Once all three parties have accepted, the sponsorship agreement will be complete.
- As a reminder, an Organization information Form (initial online registration) must be submitted before the sponsorship agreement will be made available.
- If you have questions, contact us in MU 103, by email at student.orgs@oregonstate.edu or at 541.737.1562