



SEE Co-Sponsorship Funding Process Information

Frequently Asked Questions

**We've just presented our Co-Sponsorship Application to the SEE Review Board.
What happens next?**

The SEE Review Board will review your application and make a recommendation to the SEE Executive Board. You will be contacted by the SEE Co-Sponsorship Director within one week with the board's decision, and then shortly after by the SEE Review Board Graduate Advisor if your program was approved for funding.

How do we handle performer or vendor contracts for an event co-sponsored with the SEE Review Board?

If the SEE Review Board will be co-sponsoring your event, then the SEE Review Board Graduate Advisor will draw up or help you draw up contracts for the event. Please do not create or sign any contracts prior to meeting with the Graduate Advisor.

Do we need to put anything on our flyers or advertising materials indicating that SEE Review Board is co-sponsoring our event?

YES! If the SEE Review Board co-sponsors your event, you will need to put the SEE Review Board logo and the phrase "sponsored in part by your student activities fees" on all promotional materials. The SRB logo can be accessed on this page (see above).

I have a question that isn't answered on this form, who should I contact?

If you have any questions, please contact the Co-Sponsorship Director, Nick Collins at seecosponsorship@umd.edu, or the SEE Review Board Graduate Advisor, Damien Franze, at dfranze@umd.edu or 301.314.7366.