

# STAC FUNDING PROCESS

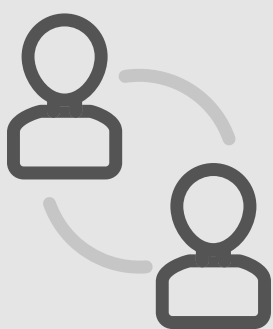
Students supporting students



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## SUBMIT APPLICATION

Student organization/Department (applicant) submits STAC funding application at [www.nau.edu/leap/stac](http://www.nau.edu/leap/stac). After submitting the STAC chair will reach out to schedule the applicant to attend an Appropriations Committee meeting.



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## APPROPRIATIONS MEETING

Applicant prepares a presentation to go over their proposal. The Appropriations Committee will offer advice to help the applicant for their presentation with the STAC Committee.



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## FINAL PREPARATION

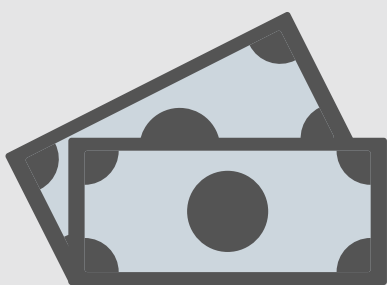
Applicant will finalize their presentation. The STAC Chair will schedule the applicant to attend to present in front of the STAC Committee.



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## STAC COMMITTEE PRESENTATION

Applicant will attend the STAC Committee meeting and present their finalized proposal. STAC Committee will ask applicant questions to best understand the event and the request.



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## FUNDING DECISION

STAC Advisors will inform the applicant of the funding decision within 5 business days of the presentation. If funded, applicant will meet with advisors for purchasing. Applicant sends marketing materials to STAC Advisors. The marketing must include the STAC logo.



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## POST EVENT FOLLOW-UP

After the event, the applicant will fill out a post event form. This will need to be filled out within 10 business days of the event.