



Resolution No. 1819-04

A Resolution for the Applications to and Disbursements from the GPC Financial Assistance Fund

BE IT ENACTED BY THE GENERAL ASSEMBLY HERE GATHERED THAT:

- WHEREAS,** Leadership within the Graduate Professional Council recognized a need for funding for graduate and professional students who may occasionally face an emergent financial need that may create a financial crisis, and
- WHEREAS,** Such emergent financial needs are not funded by other sources such as travel grants, fellowships, department funding, and scholarships, and
- WHEREAS,** The Graduate Professional Council established the GPC Financial Assistance Fund (hereinafter “the Fund”) in August 2018 through collaboration between the Assistant Director of Fundraising and the Director of Development for the Office of Graduate Studies, and
- WHEREAS,** Fundraising efforts for the Fund began in September 2018, and
- WHEREAS,** Applications to the Fund may be accepted and considered once the Fund has reached a minimum balance of \$500; therefore be it
- RESOLVED,** By majority vote of the General Assembly here gathered that the Graduate Professional Council does approve the following Disbursement Policy and Disbursement Request Application for the Fund; and be it further
- RESOLVED,** The Disbursement Policy will be published on the GPC website, and be it further
- RESOLVED,** The Disbursement Request Application will be published on the GPC website once the Fund reaches a minimum balance of \$500 to signify that applications are being accepted.

SUBMITTED,

Christina Wang, GPC Treasurer

Dalisha Herring, GPC Assistant Director of Fundraising



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GPC Financial Assistance Fund Disbursement Policy

I. What is the GPC Financial Assistance Fund?

The GPC Financial Assistance Fund provides emergency support for graduate and professional students who encounter a significant financial hardship. Grants from this fund are for graduate and professional students with financial needs not covered by other awards such as travel grants, fellowships, department funding, or scholarships.

II. Eligibility

A. Graduate and professional students who meet the following criteria are eligible to apply.

1. Full time student as defined by the Office of Graduate Studies.
2. In good standing with the University, the student's department or professional school, and the Office of Student Conduct.
3. Has not received funding from the GPC Financial Assistance Fund within the past 5 years.

III. Eligible Needs

GPC recognizes that emergent needs arise occasionally that create a financial crisis for graduate and professional students. Each person's needs and definition of financial crisis is different. Approval of a grant from the Fund will be determined on a case-by-case basis by the Financial Assistance Committee.

IV. Application Process

- A. The Disbursement Request Application is available on the GPC website and must be completed in full with appropriate documentation as described in the form instructions.
- B. Applications, accepted on a rolling basis, must be submitted in a sealed envelope addressed to the Assistant Director of Fundraising and placed in the GPC mailbox in the Center for Student Involvement (MU Student Center, 2nd floor).
- C. Disbursement decisions are made by the GPC Financial Assistance Committee as described below.
- D. The decision of the GPC Financial Assistance Committee will be conveyed to the applicant within 10 normal business days (while school is in session) from the date the Assistant Director of Fundraising confirms receipt of the application.

V. GPC Financial Assistance Committee

- A. Disbursement requests are reviewed by the GPC Financial Assistance Committee which includes the GPC Advisor, GPC President, GPC Treasurer, GPC Assistant Director of Fundraising.



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**GPC Financial Assistance Fund
Disbursement Request Application**

Date: _____

Student Name: _____

Student Number: _____

Email Address: _____

Phone Number: _____

Local Mailing Address: _____

Department/School: _____

Degree Pursuing: _____

Amount Requested: _____

Date Needed: _____

Submit this application form along with the following items in a sealed envelope by delivering them to the GPC mailbox to:

GPC Assistant Director of Fundraising
Center for Student Involvement
2500 MU Student Center

1. Signed letter of request describing in detail the financial need for which you are requesting a disbursement from the GPC Financial Assistance Fund. Include why and how this need has created a financial crisis.
2. Documentation of the requested amount (receipt, invoice, bill, etc.).
3. Copy of most recent Federal income tax return.
4. Copies of checking, savings, investments, and credit card account statements for the past three months. Please black out your account numbers.

Send an email to the Assistant Director of Fundraising (gpc treasurer@missouri.edu) when you have delivered your complete application packet to the GPC mailbox. Any questions should also be directed to the same email address. A face-to-face meeting can be scheduled to discuss your individual situation if needed.