

ASMSU Supplemental Request Sheet

2018-Request-#5

Date Submitted (dd/mm/yyyy)	<u>2/27/2018</u>	E-mail Address	<u>ariel.donohue@montana.edu</u>
Person Responsible	<u>Ariel Donohue</u>	Program Responsible*	<u>Diversity and Inclusion</u>
Title and Organization	<u>Director, DISC</u>	ASMSU Director Responsible*	<u>Terry Bradley</u>
Phone Number	<u>(406) 994-5801</u>	<i>*If this is a sponsorship</i>	

Price Quoted

Description of Item(s) to be Purchased	Vendor A		Vendor B		Total Request	SENATE USE	
	Price		Price			Finance	Senate
Honor Cords for Graduates (approximately 35)	\$ 332.50		\$ 420.00		\$ 332.50	\$ 332.50	\$ 332.50
University Catering for reception	\$ 1,218.88				\$ 1,218.88	\$ 600.00	\$ 600.00
Total		\$ 1,551.38		\$ 420.00	\$ 1,551.38	\$ 932.50	\$ 932.50

Signature of Director: Terry Bradley 2/27/2018

Signature of Buyer: Ariel Donohue 3/1/2018

PASSED

PAYMENT METHOD:		FOR OFFICE USE ONLY		
On Campus:	Off Campus:	<i>Type of Request:</i>	Yes	No
Index #:	Mailing Address:	Supplemental	Finance Vote 6	0
Dept. Accountant:	Contact Name:	Reserve	Senate Vote 17	0
	Phone:			
	Email:			

~This form MUST be submitted to the Senate Pro Tempore, who will present it to Finance Board. Upon Finance Board approval, it will be presented to Senate.

~Upon Senate approval, the form will be turned into the Operations Manager, who will process the request.

~ If Finance Board doesn't NOT approve this request, it is STILL presented to the ASMSU senate. It will then need a 2/3 majority to approve.

~ If this is a sponsorship, an ASMSU program director must endorse and cosign.

~You must present this Request to both Finance Board and Senate. Attach any pertinent information to this form.

~If funds will be used to purchase from an outside vendor, add vendor info as well as purchase options from multiple vendors.

~Payment takes 4-6 weeks. Do not fill out grey areas.

~Please contact the ASMSU Operations Manager with any questions - 994-6865

Proposal

Background: Concisely describe the background of the request.

The Lavender Celebration is an annual ceremony held on campuses across the country to honor lesbian, gay, bisexual, transgender, queer (LGBTQ), and ally students and to acknowledge their achievements and contributions to the University. The Lavender Celebration was based on the Lavender Graduation Ceremony created by Dr. Ronni Sanlo, who designed the first Lavender Graduation Ceremony in 1995. This year is the 3rd annual Lavender Celebration at MSU, which will include a keynote speaker, individual recognition of the participating graduates, awarding of lavender honor cords to be worn at the university commencement ceremony, and a reception to follow. Each year, we honor approximately 25 graduating students with 150 friends, family, and community members in attendance. This event communicates MSU's values of inclusion and honors LGBTQ students for their strength, individuality, and achievements.

Request: Outline and justify the item(s) to be purchased or the amount of funding needed.

The lavender cords are a key part of Lavender Celebration, giving the event institutional meaning as part of the commencement activities. In addition, the cords at lavender celebration are presented to graduating students by a person they choose who has been influential in their lives. This may be a family member, partner, friend, mentor, or faculty member. Because LGBTQ students often face additional challenges in navigating their way to success, it is particularly important for students to have the opportunity to recognize those who helped them along the way. The remainder of the funds requested would offset the costs of the reception for graduates and their families. Following the ceremony, guests are invited to an intimate reception to provide opportunities for mingling, congratulating students and their families, and continuing the celebration of these students' accomplishments. Lavender-themed food and refreshments are provided by University Catering and tables and set up are provided by Conference and Event Services.

Impact and Implementation: Please detail the impact to the program(s) or student constituencies the request will benefit, lifetime of item(s) to be purchased, as well as who is responsible for overseeing the use of the funds, if approved.

Lavender Celebration provides a sense of community for LGBTQ students who often experience isolation, bias, and lack of support at their institution. For many students this is the payoff for staying in school, a celebration of their achievements and contributions. LGBTQ students, friends and families find the smaller, more personal ceremonies that recognize their identities more meaningful than other commencement activities. Through such recognition LGBTQ students may leave the university with a positive last experience of the institution thereby encouraging them to become involved mentors for current students as well as financially contributing alumni. Lavender Celebration is an event to which LGBTQ students look forward, where they not only share their hopes and dreams with one another, but where they are officially recognized by the institution for their leadership and their successes and achievements. This event also encourages younger LGBTQ students to persist by showing them positive and successful role models, and by illustrating the supportive environment that can exist for LGBTQ students at MSU. The items requested in this proposal will support this year's Lavender Celebration. The lavender honor cords will be given to 2018 graduating students and the catering expenses will cover the costs of the 2018 reception. Ariel Donohue, Director of the Diversity & Inclusion Student Commons (DISC) will be responsible for overseeing the use of the funds.