



## Independent and Collaborative Ventures (ICV) Fund

Approximately \$35,000 has been set aside in the ICV fund for individuals or groups to use for specific projects or events. The funds may be used by existing ECOS clubs/organizations or groups unaffiliated with ECOS, but they must be used by Eckerd College Students. Anyone may apply to use ICV funds, but the distribution of funds is contingent on review by the Financial Affairs Committee and the approval of the Executive Council. All ECOS financial procedures and regulations apply to the ICV funds.

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### Submitting a Petition

A petition for ICV funds is written as a formal letter in paragraph form. Please adhere to the following guidelines.

1. Who to Address:
  - a. Financial Affairs Committee
2. Background:
  - a. Group or organization being represented
  - b. About the event
    - i. Who is invited or who will attend
    - ii. What this opportunity means to you or your organization
  - c. Other attempts at funding
    - i. Is this the first and only attempt for funding?
    - ii. Have you considered fundraising?
    - iii. Have you considered other offices on campus?
  - d. Breakdown of Costs:
    - i. List each item you plan to spend funds on
    - ii. List the exact amount of costs associated with each item
    - iii. Total up the costs
  - e. Closing:
    - i. Club heads or individuals petitioning need to sign their name
    - ii. Include campus mailbox number
    - iii. Include contact information
    - iv. Date the petition
  - f. Meet with the Financial Affairs Committee (\$200+)
    - i. Once your ICV Fund request has been submitted, the ECOS VPFA will send an email with a date and time to meet the committee if needed.
    - ii. Plan to meet on Sunday between 3:30 and 4:00 for a question and answering session with the financial affairs committee.
  - g. Email [ecosvpfa@eckerd.edu](mailto:ecosvpfa@eckerd.edu) if you have any questions
  - h. Submission are turned into the ECOS office in physical form (no digital submissions)