

GSSF ELIGIBILITY APPLICATION for 13-14
Student Services Finance Committee
Room 4301 • 333 East Campus Mall • 265-9020
SSFC Chair, Ellie Bruecker, ssfchair@gmail.com



Funded in part by the Associated Students of Madison. ASM does not necessarily endorse the beliefs or actions of this organization.

Organization's Legal Name _____ Atheists, Humanists, & Agnostics @ UW – Madison _____

Address and Zip Code: _____ 3107 Stevens Street, Apt. #2 _____
 _____ Madison, WI 53705 _____

Office Phone Number: _____ 217 - 721 – 5982 (cell) _____

Name of Chief Administrator: _____ Quinn Heck _____

Name of GSSF Contact: _____ Chris Calvey _____

Office Phone Number: _____ 217 - 721 – 5982 (cell) _____

E-mail Address: {Required} _____ calvey@wisc.edu _____

***You may be contacted by SSFC regarding this application. Please check and respond to email / phone messages promptly!**

IMPORTANT please also include the following with this application:

- Copy of your governing documents**
- Copy of your mission statement**
- Names of Board of Directors**
- 2011-12 End-of-Year Report (only if you received SSFC funding in 2011-12)**

- Incomplete or late applications (e.g., unanswered questions and/or missing attachments) will jeopardize consideration of your application
- Organizations are encouraged to apply early.
- Please consult with the SSFC Chair to obtain the ASM/SSFC bylaws and GSSF governing procedures or they can be found on the ASM webpage: <http://www.asm.wisc.edu> (look under the “about us” link on the left-hand menu)

Please return this application to:

Room 4301
 333 East Campus Mall
 Madison, WI 53706

Or electronically to: ssfchair@gmail.com

- The 2013-14 **GSSF eligibility application** and **End-of-Year Report** deadline is **Friday, August 24, 2012** at noon.
- The SSFC Chair will contact organizations requesting continued SSFC funding during the 2012 summer to establish a hearing date.
- Organizations submitting an Eligibility Application for the first time should contact the SSFC Chair immediately to schedule a hearing date.
- All approved budgets will be effective July 1, 2013 through June 30, 2014.

If you encounter any other problems or need any questions answered, please feel free to contact:

SSFC Chair, Ellie Bruecker, ssfchair@gmail.com

SSFC Vice Chair, Joe Vanden Avond, vandenavond@wisc.edu

SSFC Advisor, Joanna Gurstelle, jbgurste@wisc.edu
 SSFC Financial Specialist, Anju Chhetri, aschhetri@wisc.edu

This form is available:

- On the ASM Website
- Outside the ASM Office, Room 4301, 333 East Campus Mall

Please See the Current Eligibility Criteria for Expanded Definitions and Explanations of the Following Questions

Eligibility Application Narrative:

1. Is your organization a registered student organization (RSO) and has a representative attended all financial trainings required of RSOs?

Yes. Atheists, Humanists, & Agnostics @ UW – Madison (AHA) is a Registered Student Organization and AHA representatives have attended all required financial trainings.

2. Please attach your organization’s governing documents and provide an explanation as to how they are used in guiding the day to day functions of your organization.

<See Attached “Governing Documents” File>

The “AHA Staff Position Description” section is used to ensure that each AHA officer is fulfilling the designated responsibilities of their respective positions.

The “Mission Statement” section is used to steer all AHA staff decisions towards creating services and programs which reflect the values of our group.

3. What specific and identifiable direct service(s) (2.032(3)(c)2c) does your organization provides or will it provide to the UW-Madison campus?

AHA will provide two direct services to the UW-Madison campus: Faith Questioning and Secular Support Group.

Faith Questioning is a flexible peer-to-peer advising service, designed to help all students examine their faith and to develop their religious views.

Secular Support Group is a student-led discussion group that provides a safe environment to facilitate learning about, and dealing with, issues of importance to nonreligious and “questioning” students.

4. Please explain how your direct service(s) are made available to recipients, and further how that service(s) can be tailored subject to the needs of those recipients.

All of AHA’s direct services will be heavily advertised for, as described in question 8 of this section, and will include instructions on how to access these services.

Faith Questioning:

Initially, students will contact AHA via email, our website, or in person, to indicate their interest in utilizing this service. AHA will then find a suitable peer advisor, based on the needs of the recipient, and schedule a meeting

compatible with the students' availability. This program's greatest strength is its customizability. The AHA staff member will accommodate the student with whatever he or she hopes to get out of the program, what topics they want to discuss, where and how often they want to meet, and so on.

Secular Support Group:

The time and location of each group meeting will be widely publicized to the campus using AHA's advertising methods. All students, regardless of their religious views, are welcome to participate. In order to best tailor this service to the needs of students, the topic of each discussion will be chosen based upon suggestions from the participants. The direction of individual discussions can further be tailored depending on the interests of the participants at each meeting.

5. How is your program accessible to recipients regardless of their membership in the organization?

Membership in AHA is not required for participation in any of our services. Our services will be widely advertised and available to the entire UW-Madison student body.

6. How is your service(s) available throughout the course of the fiscal year?

Faith Advising:

This program is offered year round, at any time that a student requests to participate. A limited AHA staff will continue to operate over breaks, including summer, to ensure that this program is available year round.

Secular Support Group:

This program is typically a series of events that are scheduled weekly during the academic year. Additionally, this program can be requested by any student, at any time, year-round.

7. Please explain how your direct service(s) will be the primary focus of your group.

Staff Time Summary

67.18% of our staff's time will be spent providing our two direct services, Faith Questioning and the Secular Support Group. Additionally, 16.20% of our staff's time is spent on operation-related tasks (AHA Leadership Training, GSSF Management, Finance Management, Documentation Management, and Administrative Functions) which are required for the general maintenance of our group, and enable us to provide our services. Only 16.62% of AHA staff time will be committed to programs which are not direct services. The following tables depict a complete breakdown of how staff time will be spent over the entire 2013-2014 fiscal year.

Direct Services: 3480/5180 hours = 67.18%

General Operations: 802/5180 hours = 15.48%

Other Programming: 989/5180 hours = 17.34%

Executive Director	Hours per year	President	Hours per year
Faith Questioning	172	Faith Questioning	172
Secular Support Group	172	Secular Support Group	172
AHA Kickoff Bash	5	AHA Kickoff Bash	2
Freethought Speaker Series	5	Freethought Speaker Series	55
Freethought Festival Planning	110	Freethought Festival Planning	80
Freethought Forum Planning	2	Freethought Forum Planning	30
Ask An Atheist Tabling	15	Ask An Atheist Tabling	15
Freethought Library	0	Freethought Library	0
GSSF Management	60	GSSF Management	10
Finance Management	25	Finance Management	30
Documentation Management	0	Documentation Management	0
Volunteering Management	0	Volunteering Management	0
Technology Management	0	Technology Management	0
Social Event Management	5	Social Event Management	5
Administrative Functions	65	Administrative Functions	65
Total for direct services:	344/636	Total for direct services:	344/636

Vice President	Hours per year	Treasurer	Hours per year
Faith Questioning	172	Faith Questioning	172
Secular Support Group	172	Secular Support Group	172
AHA Kickoff Bash	5	AHA Kickoff Bash	2
Freethought Speaker Series	55	Freethought Speaker Series	5
Freethought Festival Planning	80	Freethought Festival Planning	5
Freethought Forum Planning	25	Freethought Forum Planning	2
Ask An Atheist Tabling	15	Ask An Atheist Tabling	15
Freethought Library	0	Freethought Library	0
GSSF Management	10	GSSF Management	40
Finance Management	30	Finance Management	188
Documentation Management	0	Documentation Management	0
Volunteering Management	0	Volunteering Management	0
Technology Management	0	Technology Management	0
Social Event Management	7	Social Event Management	5
Administrative Functions	65	Administrative Functions	30
Total for direct services:	344/636	Total for direct services:	344/636

Service Chair	Hours per year
Faith Questioning	252
Secular Support Group	252
AHA Kickoff Bash	5
Freethought Speaker Series	5
Freethought Festival Planning	5
Freethought Forum Planning	2
Ask An Atheist Tabling	15
Freethought Library	0
GSSF Management	50
Finance Management	0
Documentation Management	0
Volunteering Management	0
Technology Management	0
Social Event Management	5
Administrative Functions	45
Total for direct services:	504/636

Secretary	Hours per year
Faith Questioning	160
Secular Support Group	160
AHA Kickoff Bash	2
Freethought Speaker Series	5
Freethought Festival Planning	5
Freethought Forum Planning	2
Ask An Atheist Tabling	15
Freethought Library	9
GSSF Management	0
Finance Management	0
Documentation Management	25
Volunteering Management	0
Technology Management	0
Social Event Management	5
Administrative Functions	12
Total for direct services:	320/400

Outreach Chair	Hours per year
Faith Questioning	160
Secular Support Group	160
AHA Kickoff Bash	2
Freethought Speaker Series	5
Freethought Festival Planning	5
Freethought Forum Planning	30
Ask An Atheist Tabling	15
Freethought Library	0
GSSF Management	0
Finance Management	0
Documentation Management	0
Volunteering Management	6
Technology Management	0
Social Event Management	5
Administrative Functions	12
Total for direct services:	320/400

Volunteering Chair	Hours per year
Faith Questioning	160
Secular Support Group	160
AHA Kickoff Bash	2
Freethought Speaker Series	5
Freethought Festival Planning	5
Freethought Forum Planning	2
Ask An Atheist Tabling	15
Freethought Library	0
GSSF Management	0
Finance Management	0
Documentation Management	0
Volunteering Management	34
Technology Management	0
Social Event Management	5
Administrative Functions	12
Total for direct services:	320/400

Technology Chair	Hours per year	Social Chair	Hours per year
Faith Questioning	160	Faith Questioning	160
Secular Support Group	160	Secular Support Group	160
AHA Kickoff Bash	2	AHA Kickoff Bash	2
Freethought Speaker Series	5	Freethought Speaker Series	5
Freethought Festival Planning	5	Freethought Festival Planning	5
Freethought Forum Planning	2	Freethought Forum Planning	2
Ask An Atheist Tabling	15	Ask An Atheist Tabling	15
Freethought Library	0	Freethought Library	0
GSSF Management	0	GSSF Management	0
Finance Management	0	Finance Management	0
Documentation Management	4	Documentation Management	0
Volunteering Management	0	Volunteering Management	0
Technology Management	30	Technology Management	0
Social Event Management	5	Social Event Management	39
Administrative Functions	12	Administrative Functions	12
Total for direct services:	320/400	Total for direct services:	320/400

Budget Percentage Summary

48.97% of our budget will be spent on staff time, advertising, and printing towards providing our two direct services, Faith Questioning and the Secular Support Group. Additionally, 13.60% is spent on operation-related items (15.48% of staff salaries, Secular Student Alliance Annual Conference program budget, and Computer/Software budget). Only 37.44% of our budget will be committed to our remaining programs, which are not direct services. The following table depicts a complete breakdown of our budget by category.

	Direct Services	General Operations	Other Programming	Total
Salaries	\$33,579.39	\$7,737.55	\$8,667.26	\$49,984.20
Advertising	\$5,600	0	\$2,400	\$8,000
Computer Soft/Hardware	0	\$1,000	0	\$1,000
Supplies/ Furniture	0	0	\$500	\$500
Printing/Photocopying	\$4,900	0	\$2,100	\$7,000
Program Budget	0	\$3,500	\$19,930	\$23,430
Postage	0	0	\$100	\$100
Total Expenses	\$44,079.39	\$12,237.55	\$33,697.26	\$90,014.20
Percentage	48.97%	13.60%	37.44%	100.00%

8. How will the direct service(s) which your group provides be aimed at reaching all UW-Madison students?

AHA's services will be advertised widely to the campus via mass emails to the entire student body, prominent advertisements in student newspapers, flyering in all campus buildings, chalking, social media, and with extensive tabling in the unions, library mall, and at the Student Organization Fairs.

9. Please explain ways in which you target your services specifically to UW-Madison students.

Only UW-Madison students are eligible to receive Doubt Counseling. The Secular Support Group occasionally accepts members from the community, but is principally utilized by UW-Madison students. Additionally, all forms of advertising described above in #8 are directly targeted towards students.

10. Please demonstrate that a substantially equivalent service is not being provided elsewhere for students at the University.

UW-Madison does not provide any educational services akin to Faith Questioning or the Secular Support Group. In general, the University does not get involved with the religious affairs of students at all. Even the link to “Religious organizations” at <http://www.wisc.edu/student-life/> is dead, and redirects back to the “Ask Bucky Search” knowledge base.

In terms of other student groups, AHA is truly a one of a kind at the UW-Madison; there are no other groups with a remotely similar mission. The only somewhat similar program we could find to “Faith Questioning” is a direct service called “Faith Advising” provided by Badger Catholic, a GSSF funded student organization.

11. For returning groups, please explain what general trends account for the overall increase or decrease in the number of students you expect to serve in the coming two years (as outlined in the “GSSF Students Served Tracking Form” which should be included with your End-of-The Year Report)

N/A

12. Has your organization violated ASM or UW System policies, state or federal law within the last two years? If yes, please explain.

No.

FIRST TIME FUNDING REQUESTORS

Please also complete the following questions if this is the first time your organization has applied for GSSF funding. If you are a newly established organization, answer the questions related to your organizational plans as they exist now. If you are a continuing organization but this is the first time you have applied for GSSF funding, respond to the questions based on your previous experience as well as your future plans. Please respond to these questions with comprehensive answers, examples, plans of action to implement your services, etc. A lack of information could jeopardize your group's eligibility. (Organizations who have received SSFC funding in the past have already answered these questions in the End-of-the-Year Report and do not need to answer them again.)

1. State the specific campus need which this program or service intends to address. Include size, extent or outreach effort in educating the University's population.

According to results reported in the 2008 American Religious Identification Survey, about 15% of the U.S. population do not profess any religious beliefs. Among the 18-29 year old college-aged demographic, that number increases dramatically to 22% of the population. Thus, we can reasonably conclude that over 9,000 UW-Madison students identify as atheists, agnostics, or "nones" - those who have no religious affiliation. Our campus currently has 62 registered student organizations in the "religious" category, designed for serving students of a wide variety of religious denominations. However, out of all of these groups, only AHA is capable of meeting the needs of the growing non-religious student population. As described in question 10 of this application, AHA provides two unique direct services, which would otherwise not be available anywhere else on our campus. Additionally, in the 2013-2014 year we plan on providing non-direct service programming that will reach 2,900 unique students.

For many students, college is a time of deep self-reflection. When it comes to examining one's values, questioning deeply-held or traditional beliefs can be especially daunting. Faith Questioning facilitates religious development, on a peer-to-peer and highly-tailored basis, in order to address the needs of students going through this process. Whether these periods of personal reflection leads students to lose their faith, or to grow stronger in it, is irrelevant to AHA's mission of promoting the personal development of one's religious identity. In the 2013-2014 year, we hope to reach out to 300 unique students with our Faith Questioning service.

Many subjects important to nonreligious students (e.g. facing death, or finding meaning in life without religion) are taboo to talk about, particularly with friends and family who may have strongly held opinions. The Secular Support Group addresses the needs of its participants by providing a safe and welcoming environment for students to gather in large groups to learn about, discuss, and develop their own answers to these big questions. In the 2013-2014 year, we expect total attendance at Secular Support Group meetings to reach 700 students.

2. If more than one agency within the University or community provides services similar to those that you provide, specify the agencies and describe the manner in which you coordinate tasks, information, and responsibilities. Please also explain why you are substantially different.

As described in question #6 of the Eligibility Application Narrative, there are no similar services provided by the University.

3. Please complete the "GSSF Students Served Tracking Form" and attach it to this application.

<See Attached Form>

4. What methods will you use to inform students about services your organization will provide? How will you evaluate the effectiveness of your efforts to inform students of your services?

AHA's services will be advertised widely to the campus via: mass emails to the entire student body, prominent advertisements in student newspapers, flyering in all campus buildings, chalking, social media, and with extensive tabling in the unions, library mall, and at the Student Organization Fairs. These advertising methods will specifically describe what each of our services are and how to access them.

We will evaluate the effectiveness of our outreach efforts by asking each participant how they learned about our direct service and examining that data. Additionally, the "Students Served Tracking Form" will allow us to continuously evaluate whether we are meeting or exceeding our participation goals.

5. What sort of measures, in detail, will you take to ensure that your services are available to all students?

Faith Questioning:

Our extensive advertising efforts will ensure as many students are aware of this service as possible. Peer advising via Faith Questioning is available upon request, and we will be flexible with meeting times and locations to accommodate the needs of any student.

Secular Support Group:

Our extensive advertising efforts will ensure as many students are aware of this service as possible. Although this service may be most helpful for secular students, all students are welcome to participate in meetings, and everyone stands to benefit from the learning opportunities these thought-provoking discussions represent.

6. What will be your organization's office hours? Where and how do you advertise your office hours? Are there other means of reaching the organization's contact people during non-office hours? Will your organization have regular staff/personnel meetings? If yes, when and how often? If no, why not?

Our office hours will be from 12:00 P.M. to 3:00 P.M. on all weekdays. We will include this information in all of our advertising methods. AHA officers can be contacted any time via email which will also be widely advertised. AHA will have regular staff meetings, typically once per week and lasting for 1-2 hours.

7. What mechanisms will you have in place to review the effectiveness of your programs?

We will provide all participants with a link to an optional, anonymous, online survey to gauge their satisfaction with our programs. Surveys will be reviewed at weekly staff meetings, and feedback from these surveys will be used to improve our programming in the future. Additionally, the "Students Served Tracking Form" will allow us to continuously evaluate whether we are meeting or exceeding our participation goals.