

CALIFORNIA STATE UNIVERSITY, LONG BEACH RESEARCH FOUNDATION YOUTH ACTIVITIES, PROGRAMS AND CAMPS - SPONSOR FORM

LBCMP

LBFDN

For a Youth Activity (YA) to take place on University or Research Foundation property and prior to incurring any obligations on behalf of the University or the Research Foundation, all YAs must first be approved by the designated Appropriate Administrator. Please complete all questions below and submit the request form at least 60 days before the anticipated opening of registration for the YA.

Name of YA: _____

Program Director: _____

Program Director Email: _____ Program Director Phone: _____

Start Date: _____ End Date: _____

Describe the nature of the YA: _____

Describe all activities that will take place (include YA itinerary):

Describe any off campus activities that involve transportation to or from campus, and the form of transportation that will be used:

Campus location(s) where YA will be held:

Will the YA provide campus housing to Chaperones and YA participants? (Housing in private homes is not allowed.)

Yes No

Total estimated number of YA attendees by age group:

Ages 9 and under _____ 10 - 12 _____ 13 - 14 _____ 15 - 17 _____ TOTAL YA Attendees _____

How will the proposed YA be funded? (i.e., participant registration, grant, etc.) _____

Chartfield to which all YA revenue and expense will be charged (if known) _____

(All YA revenue must be deposited into a Research Foundation or university chartfield)

Will credit card payments be accepted for this YA? Yes No

I certify that I have read and understand the campus policy on Youth Activities, Programs and Camps, and will adhere to all responsibilities described therein.

Program Director Signature: _____ Date: _____

Program Sponsor Signature: _____ Date: _____

(Level 3 or above)

X _____
Brian Nowlin, COO (Approver)

Note: This sponsorship is in effect as long as there are no significant changes to attendance or activities in this event AND Program Sponsor signatory is present in the Level 3 administrator role.