Co-Sponsorship with the Joe Crowley Student Union

The Joe Crowley Student Union (JCSU) provides opportunities for student groups, campus departments, and community groups to co-sponsor their events with JCSU. Co-Sponsorship has the potential to include the cost of event staffing, marketing materials, food, and potential contract funding.

Steps to Co-Sponsor:
1. Fill out the Co-Sponsorship Application a minimum of 21 days prior to the event.
2. Once you fill out the application, the Coordinator for Programming and Marketing, or one of the Programming and Marketing students will reach out to you within 72 hours to set-up a meeting to discuss the event in-depth and to fill out and sign the Co-Sponsorship Agreement.
3. After this meeting, the Co-Sponsorship Agreement will go to the Coordinator for Programming and Marketing for review. If the request is approved, the agreement will be signed and sent to the group for final signature from their advisor.

Requirements for Co-Sponsorship:
- The event, first and foremost, must benefit the students at the University of Nevada, Reno.
- If admission is being charged, you must provide a detailed explanation of where the funds are going and it must be approved by the Coordinator for Programming and Marketing.
- No food can be sold unless pre-approved by the Coordinator for Programming and Marketing.
- All agreements for co-sponsorship must be written out in the Co-Sponsorship Agreement and be signed by all parties. Verbal agreements will not be honored.
- The facilities must be returned to the same cleanliness that you found them.

Failure to meet these requirements may result in a loss of co-sponsorship and full ownership of charges.

If you have more questions regarding Co-Sponsorships, please contact Morgan Zuziak, the Coordinator for Programming and Marketing.