Deadlines, Reminders and Save the Dates

End of FY17 Finance Wrap-Up

Last call for check requests utilizing FY17 Basic Signature Program Funds. We will be wrapping up the fiscal year at the end of the month and must process all expenses that occurred in FY17 before June 30. Send the Check Request Form and all supporting documents to Trish or Keriann by June 14. If you have ANY receipts from events this year, NOW is the time to turn them in. Do not cross fiscal years when seeking reimbursements. As mentioned in the previous Chapter Chat, requests to reimburse new purchases for promotional items or giveaways were due by May 31. Any remaining allocated funds can only be used for event expenses or previously made purchases.

Updates for FY18 Finances

Thank you to everyone for submitting the Annual Plan for your chapter & club. The Programs Team is completing our review of the documents and funding allocation information for FY18 will be sent by the first week of July.

A few notes on FY18 finances:

- Chapters will now have only one type of allocated funds: Basic Operating.
- You must publicize your event in order to utilize allocated funds for expenses.
- Requests for Board-related expenses, such as food at meetings, shirts for leadership, recognition items, etc., may only utilize Holding Funds.
- Allocated funds may not be used to purchase gift cards.

The Alumni Association is proud to be able to provide financial support for Chapter & Club activity. Please consider this the University's money and therefore, expenses should be handled appropriately. Always best to ASK BEFORE PURCHASING, just to be safe. THANK YOU!

Sun Devil Rewards App

Download the app and earn "Pitchforks" you can redeem for ASU gear and awesome experiences. These two codes have been created exclusively for ASU Alumni Chapters & Clubs. Share them at your April events with alumni and fans. Use them as a way to thank attendees and encourage them to come back again to receive another code.

SparkysSummerBreak17AA
LUVASUDADS17AA

Alumni Career Services - Upcoming Events

Sun Devil Business Expo & Mixer
Wednesday, June 14
5 - 7 p.m.
The Graduate Tempe
Showcase your business and network with fellow Sun Devils. Attendance is complimentary for Sparky, Maroon & Gold level members, $10 for General Members. RSVP today.

Stay Connected
Join the Facebook page for ASU Alumni - Constituent Group Leaders to share questions, ideas and Sun Devil pride.

Spotlight on Sun Devil Send-Offs

We're ready for a full summer of Sun Devil Send-Offs! Here's a few things to know as you prepare for hosting the next generation of Sun Devils!

If your Send-Off details were in by May 1, students in your area received a postcard directing them to sign up for their local Send-Off. Admissions is also sending e-vites to all students every other Monday.

Student phone lists will be provided 2-3 weeks prior to your event. Trish will send you the list once Admissions has provided it. When making the calls, please direct the families to the website to register.

We track ALL attendees at the Send-Offs, so it is really important to make sure everyone checks-in— that means ALUMNI TOO! For those who pre-register, you can check them off the list that the host receives the day before the event. For walk-ups only, they can use the sign-in sheet that is provided in the spirit kit.

Enhance your Send-Off with new maroon & gold decor! Check out this link from Admissions for some SPARKIFIED items you can print out.

Please TAKE PHOTOS! We love to showcase the warm ASU welcome our new Sun Devils receive around the country. Please take some group photos and send to April after your event.

alumni.asu.edu