**Equity and Inclusion Addendum to RGSO application**

Please read the Equity and Inclusion (EI) guidelines below. If you have any questions about whether your event fits these guidelines, or questions and/or comments about the guidelines in general, please email the EI chair at gsainclusion@albany.edu.

Guidelines

- An EI approved event/project should engage participants in conversations and activities that address, **at least one of the following themes:**
  - Structural power inequalities
  - Social justice
  - Intercultural dialogue/cultural awareness
  - Institutionalized oppression
  - Intersectionality
  - Combatting marginalization
  - Critical conversations/dialogue about race, ethnicity, sex, gender identity and expression, sexual orientation, age, religion, spiritual practices, physical and mental ability, wellness, socio-economic status, veteran status, and national origin

- **All RGSO’s receiving EI approval:** if you choose to use flyers to promote your EI event, you must show that the event was EI approved on your event flyer.

- **If you choose to collaborate with another RGSO to fulfill your EI requirement, please keep in mind the following rules:**
  No more than 2 RGSO’s can receive credit for a single EI event.
  All RGSO’s must be involved in the planning and execution of the EI event.

  **All EI events that are not approved may be resubmitted to the EI chair and the committee for re-evaluation, and a possible, second vote - pending prior communication with the EI chair. There will be a process of consultation when an event does not meet EI guidelines where the EI chair will notify the RGSO and help to plan/revamp an event to fit these guidelines.**

  If any RGSO needs help developing an alternative event/project proposal, we encourage them to reach out to the EI chair before submitting an RGSO application.
Please fill out the form below for consideration for an EI event approval

Name of RGSO:

Name of event:

Date:

Semester:

**Event Objectives/Rationale:**

**Event Overview (e.g. location, itinerary):**

Which topic(s) from the EI guidelines will your event be addressing?

How will your event, speaker(s), and/or attendees address the topic? (Will there be a panel discussion, workshops, demonstrations, documentary screening followed by discussion on topic, etc.?) Please provide as much information and as many details as possible.

What are the specific conclusions/experiences related to the EI guidelines you expect participants to gain?

Has this event been done by your RGSO before? **YES**  **NO**

Other RGSOs you are coordinating this event with:

Will you be requesting EI funding? **YES**  **NO**
If so, how much?

Please provide any additional information about your EI event. You may attach an event flyer to this page.