

SOMeCA Event & Production Sponsorship

Events, productions, and activities at UCSC require the sponsorship of a University office. SOMeCA serves as the central sponsor for Registered Student Organizations (RSOs).

Each year, student organizations provide the campus community with over 100 major-scale campus events, hundreds of mid-scale events and fundraisers, broadcast productions, and 6800 publication copies each week. SOMeCA offers the training and advising that support the success of these events and productions.

Students are able to gain high level skills that strengthen their academic success and career readiness through imagining, experimenting, and working with others to produce events and productions. Over the years, SOMeCA and student leaders have created a dynamic learning environment through mentorship, hands on trainings, and online tools that strengthen skills in communication, delegation, decision-making, presentations, and advocacy as well as budget, project, and risk management. *For more information:* [Students with Agency](#)

Requirements

To ensure the success and safety of RSO events and productions, SOMeCA has worked collaboratively with students to develop requirements and procedures for approval. To be considered for sponsorship, the proposed event/production must meet the following requirements:

- The event/production will occur on-campus
- The event/production does not pose a risk to campus and individual safety
- Funds deposited in the RSO's financial account are sufficient to pay for all related costs
- The event/production is in compliance with campus policies including the Major Events Policy and policies governing Time, Place, and Manner. *For more information:* [Student Policies and Regulations Handbook](#)
- There is sufficient planning time to address impacts to the campus, including processing requests for insurance and security, financial transactions, and facility requirements
- The SOMeCA event schedule is open to additional events. The office sponsors up to 3 Large or Major-scale and 4 mid-scale activities per week. *For more information:* [SOMeCA Paths](#)
- The RSO has demonstrated experience in producing events/activities through its successful completion of a minimum of 2 mid-scale events before producing a Large or Major event.
 - If a continuing RSO has two returning Authorized Representatives from the previous academic year and has hosted 2 successful mid-scale events in the previous academic year, the RSO is eligible to proceed in hosting a Large or Major Scale Event.
- The event is initiated by the RSO and has the support and volunteer resources to complete required tasks

Process for requesting sponsorship:

- The student group has completed all steps for registration of the organization (Fall Quarter)
- Authorized Representatives of the RSO complete an Event Proposal and meet with SOMeCA staff or Peer Advisors to review all requirements and resources
- If the event meets requirements, the SOMeCA staff will sign the Event Proposal
- The RSO contacts the coordinator of the proposed facility. If available and approved, the facility coordinator will sign, confirming the Event Proposal
- The Event Proposal is returned to the SOMeCA office to finalize sponsorship