



// PD Cohort Funds Guide //

“Personally, in past experiences, some reimbursements were not sent in a timely manner. Sometimes, I needed to send reminders. When I would send in reimbursements, I would get an automatic generic email; whereas with you, I get an actual person contacting me directly about the expenses. I greatly appreciate that! You have changed the game with just a friendly email! Having direct contact is a huge help. Since you've been on board, I feel more confident in sending in reimbursements.” -OneGoal PD

Please use this Q&A document to better understand the cohort funds OneGoal provides for PDs every year. Stop spending your money out of pocket and let OneGoal support you and your cohort!

<p>What are cohort funds?</p>	<p>Cohort funds provide PDs/cohorts the opportunity to <i>enhance their OneGoal experience</i> through:</p> <ul style="list-style-type: none"> ● Incentives for fellows (gift cards, food requests, etc) ● Help support the cost of events ● Any other idea you have that will positively impact your cohort’s experience <p>PDs can use their own \$ and be reimbursed or can request OneGoal to purchase through the application below.</p>
<p>How have PDs used these cohort funds?</p>	<p>Here are two examples from this past year:</p> <ul style="list-style-type: none"> ● Y1 PD ordered food for a kick-off/incentive party to celebrate fellow’s best fit list ● Y2 PD bought donuts and confetti poppers to celebrate student acceptances
<p>How much money is allocated towards each cohort?</p>	<p>The cohort funds provide \$25 per cohort. You can present an idea that may be more than the allotted amount or submit a second request through the application and it will be approved or denied by OneGoal.</p>

<p>Where is the application to use cohort funds?</p>	<p>It is in your GradTrack under My Resources or go to Illinois One Goal website and scroll down to find the link that says "Program Director Reimbursement Form". Here is a QR code to the application too:</p> 
<p>What is the PD Reimbursement/Request application used for?</p>	<p>This application is used mostly for spending cohort funds but also supports bus requests and personal reimbursements for parking at OneGoal events.</p> <p>Please scan this QR code to watch me go through the application (~5min):</p> 
<p>I have had trouble in the past getting my reimbursements and it has been frustrating. How do I know I will get paid back?</p>	<p>We heard PD's concerns and frustrations - so we created a new system. PDs that have used it this year have gotten timely communication and reimbursements.</p>
<p>I have more questions/clarifications that need to be answered about these funds. What should I do?</p>	<p>Feel free to email me at liliana.chiaro@onegoalgraduation.org</p>