

Student Organization Funding Request

Expenses must occur between **September 1, 2022 and August 31, 2023**

-THIS FORM MUST BE LEGIBLE -

Organization : _____ Name of event: _____

Date(s) of event: _____ Location: _____

Number of attendees:

Priority:

Category:

1. Description of event. Provide basic information about the event – what it is, what will happen, etc. Remember, the committee probably does not know much about what you do. Be thorough!

2. Benefit to organization. Describe why the organization is hosting the event and how it relates to the organization’s purpose.

3. Benefit to University. If this will benefit the University, please describe how it will do so.

4. Describe what will happen if funding is not allocated for this.

5. Overall Event Budget (list all expenses associated with this request)

Item/Expense	Cost each	Quantity	Total
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Total _____ (\$)

6. How much is the organization willing to contribute? _____ (\$)