

Funding Request Form

Request Description: Event Fundraiser Service Seminar/Workshop

General Information:

Event Date:		Submission Date:	
Event Name/Title:			
Description of funding request (include amount requesting):			
Event Sponsor(s): (Club/Organization/Dept.)			
Contact: (Advisor)		Phone:	Email:
Contact: (Student)		Phone:	Email:

Student Information: *complete if requesting funding due to service or educational workshop
Minimum Qualifications

Educational Workshops: Limit 2 requests per semester - \$50.00 per workshop – 10 student attendance requirement. Students who are members of your club/organization do not apply.
Community Service: Limit 2 requests per semester - \$25.00 per service event – Club/Organization must have a min. of 3 participates totaling 10 hours.

Name (student participants)	ID#	Hours Served (complete for service request)

Verification Signatures:

Advisor:	Date:
Club/Organization President:	Date:
Director of Campus Life:	Date:
Senate Treasurer:	Date:
Senate President::	Date:

Funding Request: Approved Denied **Senate Review Date:** _____

Reason for Denial:
