



Funding Request Form

This form is used by students or faculty who seek funding from the Student LIFE Department. Please complete one form for each program, service or activity you would like support for and return the completed form to your campus Associate Dean of Student Services (ADSS) with a copy of a budget outline. This proposal will be submitted for consideration to the campus ADSS and you will be notified within 30 days of the decision. Work with your campus ADSS advisor as needed for assistance with filling out this form.

1. Student Organization Name and Campus: _____

2. Name of Program/Service/Activity _____

3. Fiscal Year Funds Requested For _____

4. Date(s) of Program/Service/Activity _____

Coordinator/Contact Person Email/Name _____

5. Description of Program/Service/Activity

6. Budget Amount Requested (Please attach an itemized budget) _____ Revenue Projected (if any) _____

7. What contribution will you or your student organization provide for this project? Example: funding, volunteer, staff or marketing/promotion.

8. How will the Program/Service/Activity be marketed?

10. What are the specific goals of the activity?

11. How will the outcomes of this activity be measured?

President Signature

Date

Advisor Signature

Date

Associate Dean of Student Services

Date

Approval Yes No