

## Application for Student Activity Funds

*Process for applying:*

- 1) Complete application. Please be as specific as possible.
- 2) Attach any supporting documents, like fliers, quotes, meeting agendas, etc.
- 3) Submit to Student Council AT LEAST ONE MONTH BEFORE EVENT. Clubs may have members come present the application to the Student Council. Dates will be coordinated with the Student Council President and the Activity Director.
- 4) Student Council will discuss and vote on funding for the event, and will return a copy of the application with decision to the mailbox of the advisor within two weeks of receiving it.

Date of Application: \_\_\_\_\_ Advisor Name: \_\_\_\_\_

Name of Club: \_\_\_\_\_

Requesting Funding for What Event? \_\_\_\_\_

Date/Time/Location of event \_\_\_\_\_

Brief Description of event. \_\_\_\_\_  
\_\_\_\_\_

How will this event affect students on our campus? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is the estimated total cost of the event? \_\_\_\_\_

How much has been raised from club fundraising? \_\_\_\_\_

How much funding is requested from Student Council? \_\_\_\_\_

USE EXTRA SHEETS OF PAPER AS NEEDED. ATTACH ANY SUPPORTING DOCUMENTS TO THE BACK OF THIS FORM.

Do Not Write Below This Line

Refer to the Student Council Minutes of: Mtg. # \_\_\_\_\_ Date \_\_\_\_\_

Vote taken: Motion: \_\_\_\_\_

# in favor: \_\_\_# opposed: \_\_\_ Motion (check one): \_\_\_Passed \_\_\_ Failed

Amount Approved: \_\_\_\_\_

\_\_\_\_\_  
Student Council President

\_\_\_\_\_  
Student Council Treasurer

I have seen this document and verified the results: \_\_\_\_\_ Date: \_\_\_\_\_

Activity Director