REQUEST FOR CAMPUS STUDENT ACTIVITY FEE FUNDING
PROPOSAL FORM

Funding Requested By: ____________________ Amount Requested: ___________________

Request For (travel, equipment, programming, etc.): ____________________________

Contact Person: ________________ Title: ____________________ Phone: ________________

RATIONALE
Please give a brief explanation of why funds are being requested. Follow the guidelines for the appropriate category. Also, include how this program/project will enhance the out-of-the-classroom experience and benefit the greater number of students. Lastly, please explain how this fits the needs of the campus, enhances student life, encourages involvement, and builds community.

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Please attach appropriate forms such as equipment bids, detailed travel budget information for mileage, fares, lodging, meals, maintenance agreements, performance fees, publicity, advertising, etc.

For additional questions, please refer to the Student Activity Fee Handbook.

FOR OFFICIAL USE ONLY

Date Received: __________ Received By: __________ Date Approval/Denial: __________

Amount Funded: ___________________________ Category: ___________________________

Additional Comments: __________________________________________________________