



**Technology Students' Association**  
Association of Moi University Engineering Students  
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Website: [www.tsamoi.tech](http://www.tsamoi.tech)  
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20<sup>th</sup> February, 2023

**Project Leader**

**MU - Technologies,**

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**Office of the Dean**

**School of Engineering**

**Moi University**

*Forwarded and Recommended.*

*[Signature]*  
*21/2/2023*

Dear Sir/Madam,

**RE: REQUEST FOR FINANCIAL SUPPORT REQUIRED FOR TSA EXPO 2022/2023**

Moi University Technology Students' Association (TSA) is a representative body for Engineering Students in Moi University School of Engineering. Part of the organization's mandate is promoting the career, social and technical growth of students through organizing of events. TSA partners with other societies within Moi University including Institute of Electrical and Electronics Engineers (IEEE) Moi University Student Branch, Google Students Developer Clubs (GDSC) and Medical Students Association of Moi University (MSAMU) to extend the benefits to as many students within Moi University.

One of the major activities that TSA organizes is the yearly Innovation Expo. For the 2022/2023 Academic year, TSA will be holding the Expo on 31<sup>st</sup> March 2023 and will be themed **"Innovation for the Betterment of Society"**. The Expo will have five categories listed.

- i. Health Societies
- ii. IOT and Robotics
- iii. Software and Cybersecurity
- iv. Research and Science
- v. Sustainability and Community Development

The Budget for the TSA Expo is Ksh **620,500**. However for specific categories a sponsorship is highly appreciated and will have specific budgets. We will appreciate financial support from your organization in your suitable capacity

### **PROPOSED BUDGET FOR TSA EXPO 2022/2023**

Item	Price Per Item (Ksh)	Quantity	Total (Ksh)
<b>PRICES</b>			
Position 1 each category	30,000	5	150,000
Position 2 each category	20,000	5	100,000
Position 3 each category	10,000	5	50,000
<b>Subtotal</b>			<b>300,000</b>
<b>LOGISTICS</b>			
Venue Booking	85,000 (KVDA)	1	85,000
Main Campus Student Transport	10,000	2 Buses Fuel	10,000
College of Health Sciences (CHS) Transport	5,000	1 Bus Fuel	5,000
Banner	5,000	2	10,000
Roll Up Banner	6,500	1	6,500
Judges and Guest Lunch	1,000	30	30,000
Participants Lunch	500	120	60,000
T-Shirts for exhibitors	600	100	60,000
Trophies	3,000	3	9,000
Pens	100	150	15,000
Notebooks Branded	250	100	25,000
Certificates	50	100	5,000
<b>Subtotal</b>			<b>320,500</b>
<b>TOTAL</b>			<b>620,500</b>

We would appreciate support from your organization in the following areas

<b>LOGISTICS</b>			
Venue Booking	85,000 (KVDA)	1	85,000

Main Campus Student Transport	10,000	2 Buses Fuel	10,000
College of Health Sciences (CHS)Transport	5,000	1 Bus Fuel	5,000
Banner	5,000	2	10,000
Price Pos 1	1	30,000	30,000
Price Pos 2	1	20,000	20,000
Price Pos 3	1	10,000	10,000
<b>Total</b>			<b>170,000</b>

The benefits received will include :

- Recognition during the event and in the branding of products to be used for the event e.g. posters, banners, T-shirts, wristbands, hoodies etc.
- Media coverage in the different platforms offered by the partnering organizations.
- Social media publications, with consent, of details concerning the products you deal in.
- Allocated time slots to talk about your products or services during our different events.
- Featuring in interviews on our different blogging platforms hence driving your publicity among the youth.
- Special mention in our publications which include blog posts, social media mentions, magazine coverage, and radio mentions.
- Offering of a booth to showcase products and services in all events of the various partnering associations.
- Opportunity for our members to conduct a survey on your products and services at our university for your use in marketing.
- Certificate of appreciation and recognition for being a part of a Youth Leadership Pioneering Movement, Health Sustainability Movement, and promoters of the Technovation through partnership with the TSA.

## **BANK ACCOUNT DETAILS**

**N/B: All payments can be made to the account below**

**National Bank of Kenya**

**Technology Students' Association A/C No-**

**01281028238800**

**Eldoret Branch**

Till Number

6064783

**DIGITAL BUILDING**

Yours faithfully,

**ISAAC MASINDE,**

**PROJECTS CO-ORDINATOR,**

**TECHNOLOGY STUDENTS' ASSOCIATION**

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