Student Government Association

*Budget Proposal Application*

All applications are **DUE A WEEK PRIOR TO THE NEXT BUDGET MEETING.** Applications should be handed directly to the Vice President of Business and Finance. Failure to submit proposals in a timely fashion will be subject to penalization as outlined in the Vice President of Business and Finance Operational Procedures.

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| --- | --- |
| Name of Club/Organization: |  |

|  |  |
| --- | --- |
| Name of President: |  |
| Telephone/  Old Westbury Email: |  |

|  |  |
| --- | --- |
| Name of Treasurer: |  |
| Telephone/  Old Westbury Email: |  |

**Event Information**

|  |  |  |
| --- | --- | --- |
| Program Name: | | Requested Amount: |
| Date of the Event: | Estimated # of Attendees: | Location: |
| Description of Event: | | |
| Specifics On How The Money Is Allocated (Food, Supplies, Vendor, etc.): | | |

FOR SGA USE ONLY:

|  |  |  |  |
| --- | --- | --- | --- |
| Received Proposal On: | | Proposal Hearing Date: | |
| Proposal Heard By (SGA Members): | | | |
| Notes: | | | |
| Approve | Deny | | Hold |