

BUDGET BOARD APPLICATION

Club/Organization Name: _____

Contact Person: _____ Phone: _____

Total Allocation Requested: \$ _____

Budget Categories:

Please indicate breakdown of allocation for each category.

General Expenses: _____

On-Campus/Open Events: _____

Conferences: _____

Capital Expenses: _____

Club/Organization Specific: _____

Loans: _____

Other: _____

If you have received or are attempting to receive money from any other sources, please indicate below. Please indicate amounts.

Please answer the following questions:

Describe for what the allocation will be used (i.e. If you are requesting money for a speaker, describe the speaker, his or her topic, etc.)

How will this allocation benefit you or your club/organization?

How will this allocation benefit the college?

How have you or your club/organization been active on campus in the past?

This form is submitted to the Director of Student Life.

Please prepare a brief presentation regarding your allocation request and be prepared to answer questions regarding your proposal.

If you have any questions, don't hesitate to contact the Director of Student Life or a member of the Budget Board.

We will contact you within 5 days of the next meeting time/place for the Budget Board meeting.