

Funding Application

ORGANIZATION/CLUB NAME: _____

CLUB OFFICER: _____

E-MAIL ADDRESS: _____

PHONE NUMBER: _____

CLUB ADVISOR: _____

E-MAIL ADDRESS: _____

PHONE NUMBER: _____

* In order to be considered for funding the club must have the following items on file with the Student Activities Office. These items must be completed and up to date.

The Student Senate Finance Committee will review with the Club during the Funding Meeting.

- _____ Current copy of the Club's Constitution
- _____ Current list of Advisor and Club Officer's with contact information
- _____ Current list of club members
- _____ End of Semester Report
- _____ Previous Program Notifications
- _____ Fundraising Event completed
- _____ Service Project Time Sheet
- _____ Did the club participate in the Homecoming Parade?
- _____ Did the club have representation at each Council of Clubs Meeting this semester?
- _____ Did the club have representation at the Leadership Conference? (Spring Semester only)

1.) Club's balance at the beginning of the semester was \$_____ as of ____/____/_____.

2.) Current amount of funds in the club's budget \$_____ as of ____/____/_____.

Briefly describe how the club has spent Student Senate funding this past semester.

Describe the club's fundraiser for this past semester. What was the profit from the fundraiser?

Describe the club's fundraiser planned for the upcoming semester. What is the estimated profit?

3) Describe the event(s) for which the Student Senate requested funds will be used. Identify the intended audiences, participants, etc., the date scheduled and the nature of the activity.

Provide a project expense budget below that the club is requesting from Student Senate:

Specific Events

Amount Requested

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Amount Requested: \$ _____

Signature of Club Officer: _____

Date: _____

Signature of Advisor: _____

Date: _____

- * Funding requests for events open to all Keystone College students will be given first priority.
- * Any club receiving funding from Student Senate must fulfill all requirements and deadlines set forth by the Student Senate.
- * Activities that will not be funded include but are not limited to any activity where alcohol is served or requests by individuals for funding of personal interests.
- *The Finance Committee will only allocate funds if the club's current balance does not cover proposed projects.