|  |  |
| --- | --- |
| **Contact Name:** | **Organization:** |
| **Email:** | **Overall cost:** |
| **Amount requested:** | **Date:** |
| **Please describe the event for which you seek funding:** |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
| **Please describe the goal or potential impact of this project:** |
|  |
|  |
|  |
|  |
| **Who (generally speaking) and how many people will be involved in this endeavor?**  |
|  |
|  |
|  |
|  |
| **Please describe any other sources of funding, including fundraising and funding from the university or departments within it:** |
|  |
|  |
|  |
|  |
| **Please specify the time, date and location of this event:** |
|  |
|  |
| **Please describe how you plan to advertise this event/project:** |
|  |
|  |
|  |
|  |
| **Is there anything else that you would like the committee to know about this project?** |
|  |
|  |
|  |
|  |
|  |
|  |

|  |
| --- |
| **Please use this space to provide us with a break-down of your expected costs. Try to be as specific as possible (e.g. instead of $100 for snacks, say $50 for 2 party pizzas from Greco, $15 for 5 bags of chips, $15 for paper plates, cups and napkins, etc…)** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total:** |  |

Thank you for your application. It should be reviewed within seven (7) business days.

|  |
| --- |
| **OFFICE USE ONLY** |
| **Notes** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |