
Student Application for SGA Funds for Travel

This fund has been established to help support student travel.

The request must be submitted by **March 15th** of each year. Funds distribution will be decided upon by **April 1st** of each year. Funds will not be disbursed until post-conference review has been presented to the SGA Student Council.

The allocation of funds will take into account the availability of funds and demand of funds by all applicants. SGA requires that all students receiving monetary support, credit the SGA as one of the sponsors for the travel allowances. SGA will require proof of registration, conference attendance and receipts for expenses that are being sought for reimbursement. Students must be in good academic standing to be eligible for funds.

Applications will be accepted for conferences attended during the fiscal year (June30th-June30th the following year).

For more information regarding the application process, requirements, and awarding process please see Article IV. Section2. of the SGA Bylaws.

Name of Applicant: _____

Date and Time of Travel: _____

Travel Budget: _____

Amount of Money Requested (up to \$150): _____

Source of Funds for Remaining Budget Need: _____

Conference Title: _____

Location of Event: _____

Organization Associated With Travel Purpose: _____

Position Held in Organization: _____

Club/Organization Contributions to Travel: _____

Travel Information (mode of travel, lodging with conference or independent lodging source, and any additional information that describes the event). You may attach additional materials.

By signing below, you agree that the money will be used as stated above and in accordance to Article IV. Section 2. of the SGA Bylaws.

Name _____ Date _____

FOR OFFICE USE ONLY:

Date received by SGA Executive Officer: _____

Date reviewed by SGA Executive Council: _____

Approved _____

Denied _____