

# Request for Funding

## Online Request Form for Student Activity Funding

Dear NVC Requestor, please ensure that before filling out this request you have read the [Student Activity Fee Process and Guidelines](#) located on the NVC Student Life home page.

\*Please also note that to request funding for a service, event, or activity you must be a NVC club, organization, or department member.

Full Name of Organization or Requestor: \*

Alamo Contact Email: \*

any request with an email other than an Alamo College account will not be considered

Requested Amount: \*

Date of Event \*

A month in advance is required. Any less notification of time may require requestor to pay out of pocket and be reimbursed if applicable and approved by the Fees Committee.

Type or Name of Event: \*

Will the proposed "service" occur for a specific class/classes? i.e. speaker for a 10am to 11:15am class \*

- Yes
- No

Will all NVC students be invited or able to attend? \*

- Yes
- No

Will students be charged to take part in any part of this "service"? \*

- Yes
- No

Please provide a brief explanation of what is this funding request would be used for if approved: i.e. speaker, catering, activity etc. \*

Please note that if you have multiple activities/events then each must have a separate request form submitted.

Submission of funding request does not constitute approval. All requests will be reviewed by the Student Activities Fee Committee and a reply will be given within 72 hours. All approvals are tentative provided all proper documentation is received and deadlines are met. Approval may be provided in partial or full. Any appeals must be provided to the Director of Student Life and the Vice President of Student Success. Thank you for your time and have a good day!