

Florida Southern College
Student Government Association
Special Events Budget Funds Request Proposal Form

Organization: _____

President: _____ Contact Number: _____

President's Signature: _____ Date: _____

Advisor: _____ Contact Number: _____

Advisor's Signature: _____ Date: _____

Purpose of Organization: _____

Anticipated Total Cost of Organization Event: _____

Amount Requested: _____

Describe the planned use of funds: [Please provide a specific budget breakdown and attach additional documentation (i.e. price quotes) as needed] _____

What are your goals for the coming year, and how will the funds requested be used to benefit the student body? _____

Does your organization have any additional funding? [Dues, fundraising, etc.]. If so, please describe: _____

Date of event: _____ Location: _____

Is this location reserved? _____ Number of People in Organization: _____

Describe intended PR for campus-wide event [please attach a copy of this PR material]: _____

This form must be stamped and initialed by the Office of Student Activities Secretary and placed in the mailbox of the V.P. of Finance.

For Office Use Only:

Date formed turned into V.P. of Finance Mailbox (with initials): _____

Date voted on: _____

Amount Allocated: _____

Restrictions: _____

V.P. Finance Signature: _____