

Registered Student Organization 2011-2012 Budget Request



Name of Organization: _____

Account Number: _____

Treasurer: _____

E-Mail: _____

Number of Members: _____

What is your organization's biggest accomplishment during 2010-2011? _____

Budget Request Summary (Details will be entered on the following pages.)

Supplies \$ _____

Food \$ _____

Copying/Printing \$ _____

Travel \$ _____

Miscellaneous \$ _____

Total Request \$ _____

For Office of Student Activities Only:

2010 – 2011 Award Amount: _____

Constitution on file: _____

Number of requirements not met: _____

Please list planned programs/events and any travel per month.

September 2011

Total for the month \$ _____

October 2011

Total for the month \$ _____

November 2011

Total for the month \$ _____

December 2011/January 2012

Total for the month \$ _____

February 2012

Total for the month \$ _____

March 2012

Total for the month \$ _____

April 2012

Total for the month \$ _____

May 2012

Total for the month \$ _____

Grand total for 2011-2012 \$ _____

What does your organization hope to accomplish during 2011-2012? _____

Student Travel

If you included travel in your budget proposal please answer the questions below.

1. Purpose of the trip? _____

2. Where are you traveling and how do you plan to get there? _____

3. Number of students planning to travel? _____

4. Total cost estimate for the trip? _____

If you are requesting to travel more than one time please add the above information to your proposal on an additional sheet and attached to this proposal.