

KRESGE PARLIAMENT BUDGET REQUEST FORM

(Thursdays at 6:30 in the Kresge Seminar Room, 159)

1. Email the parliament chair at kresgeparliament@yahoo.com 8 days in advance to be put on the agenda. (The Wednesday a week before you would like to present)
2. Fill out this form in as much detail as possible.
3. Make a short presentation (1 minute) of why you are seeking funds.
4. If possible, please present your budget request to Parliament at least one week prior to your scheduled event.
5. Give this form(s) to the Kresge Student Parliament Treasurer.
6. Kresge Parliament will vote on your request and notify you within 48 hours.

BUDGET INFORMATION

Organization: _____

Are you a registered student org (i.e. SOAR, Student Media, OPERS etc)? Yes No

Authorized Rep (your name): _____ E-mail: _____

Phone Number _____

Please describe the program/event for which you seek funding. Please include all potential dates, times, locations etc. How many people do you expect to attend this event? How will this event affect Kresge College and the Kresge community?

Please provide the names of all lecturers, performers, guest speakers etc. that may be a part of your event.

Please give a breakdown of your budget. Include as much detail as possible. Be aware that, as a general rule, Kresge Parliament does not fund the purchase of food products. If more space is needed, please use an additional sheet of paper and attach.

Total Funds Requested: \$ _____

Are you requesting funding from other sources such as SUA, Core Council, college governments, college provosts, or Student Affairs? If so, how much did you request and how much were you awarded?

I am aware that should Kresge Parliament decide to fund this event/program, in full or partially, the funding must be used for the purpose described in this budget request as well as in my presentation to Kresge Parliament. Funding will be used appropriately and abide by all stipulations.

Signature: _____

For Office Use Only

On _____ Kresge Student Parliament voted ___ To Fund ___ Not to Fund

The budget request of _____ in the amount of \$ _____

The following stipulations apply: _____

Treasurer's Signature Authorization _____ Account _____