

**Acknowledgement of Receipt of Funding Guidelines**

*I have read the excerpts of the requirements to earn funding.*

*I understand that if the “Funding Guidelines” requirements, as outlined in the Mandatory Club Leader Meeting packet, are not met, the club I represent will not be eligible to receive earned funds either partially or in full.*

*I acknowledge receipt of the Guidelines and I will keep them for future reference. I will also clarify any issues with the Treasurer of the Student Senate before spending.*

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Club Represented: \_\_\_\_\_

# NWHSU CLUB/ORG BUDGET PROPOSAL FORM

Club/Organization Name	
Club/Org Advisor Name	
Advisor Signature	
Club/Org President	
Term:	Year:
# of Active Student Members:	
Membership Dues (Optional)	

**Please give an itemized proposal of the club/organization's plan for this trimester. Give specific examples (speakers, events, fundraising, service, etc.) including your target audience and purpose.**

**B. Income/Fundraisers:**

<u>Source</u>	<u>Purpose of Fundraiser/Reason for income</u>	<u>Estimated Income</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

**B. ESTIMATED TOTAL:** \_\_\_\_\_

**C. Expenses:** (Food, Speakers, Supplies, Fundraising Cost, Fees, etc.)

<u>Item</u>	<u>Purpose of expenditure</u>	<u>Amount</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____
11. _____	_____	_____
12. _____	_____	_____

**C. ESTIMATED TOTAL:** \_\_\_\_\_

**D. NET:** (Total Section B – Total Section C)

**D. ESTIMATED NET TOTAL:** \_\_\_\_\_

*Please fill out the next page for your specific funding request.  
Use additional pages if needed.*

**FILL ONLY THOSE SECTIONS THAT APPLY TO YOUR CLUB/ORGANIZATION**

<b>STUDENT CHAPTERS OF NATIONAL, INTERNATIONAL, OR STATE ORGANIZATIONS</b>	
Supplies/Food/Speaker Fee (Max. \$300)	\$
Total (Max. \$300)	\$

<b>SERVICE CLUBS</b>	
Supplies/Transportation/Lodging (Max. \$600)	\$
Total (not to exceed \$600 in one term)	\$

<b>ACADEMIC AND TECHNIQUE CLUBS</b>	
Supplies/Food Fee (Max. \$300)	\$
Speaker Fee (Max. \$300)	\$
Total (not to exceed \$600 per term)	\$

<b>BUSINESS/PRACTICE MANAGEMENT CLUBS</b>	
Supplies/Food Fee (Max. \$300)	\$
Speaker Fee (Max. \$300)	\$
Total (not to exceed \$600 per term)	\$

<b>CULTURAL CLUBS</b>	
On-campus Social Event (Max. \$400)	\$
Speaker Fees (Max \$400)	\$
Total (not to exceed \$800 per term)	\$

<b>STUDENT PUBLICATIONS</b>	
Publication Cost (Max. \$750)	\$

<b>ATHLETIC TEAMS</b>	
League Fees/Supplies (\$300)	\$

<b>FITNESS CLUBS</b>	
Equipment/Supplies/Instructor Fees (\$300)	\$