

Student Life Finance Committee
Additional Funding Request Form



General Information

Club name: _____

Number of active club members: _____

Advisor name: _____

Person requesting the funds: _____

Amount of funding requested: \$ _____

Club cost center number: _____

Current club account balance: \$ _____

Current club fundraising account balance (if applicable): \$ _____

Event/Program Details: *Please complete this section on a separate sheet of paper and attach to the form.*

Describe how you plan to use the requested funds. Include cost estimates including, but not limited to: catering quotes, marketing costs, materials, artist/speaker fees, travel, etc. (**Attach additional sheets as necessary.**)

Who is the target audience of the event/program? (Circle all that apply)

Club Members

College Community

Rochester Community

Has this event or program been done in the past? YES or NO

List any clubs, College departments, community organizations or other partners (if applicable).

Describe how the additional funding will benefit your club and the College.

Signatures:

Requester

Date

Club Advisor

Date

Please notify the Student Treasurer or Student Life Coordinator at least **two weeks** in advance to schedule or cancel a Finance Meeting along with this completed form.

Student Treasurer: Amin Mohamed, amin.mohamed.2@rctc.edu

Student Life Coordinator: Natalie Dicke, Natalie.dicke@rctc.edu