

DUE by **11:59pm on the first Friday of the fall semester** to Sam Olson (sao83268@bethel.edu)

**Funding Request** (Club Sports)

Please complete and submit electronically.

|  |
| --- |
| **club information** |
| Today’s Date:  |
| Club Name:  |
| Club Budget Number:  |
| Student Membership:       |

|  |  |
| --- | --- |
| **advisor**  | Student leader responsible for budget |
| Name:  | Name:  |
| Phone Ext.:  | Phone:  |
| PO #:  | PO #:  |
| Email:  | Email:  |

**Proposed Budget for the 2012-2013 Academic Year**

Please be as detailed and specific as possible.

**Expenses: Briefly describe each expense**

\*(For example, do not put “Food” = $100, but rather, for “Snack food for a fall speaker event in the Underground, anticipating 200 students in attendance”)

\*It is to your advantaged to be as detailed as possible!

**Equipment** (Itemize below)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **item** |  | **cost** |  | **quantity** |  | **total** |
|  |  |  |  |  |  |  |
|  |  |  | **x** |  |  |  |
|  |  |  |  |  |  |  |

**Instruction and Coaching**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **item** |  | **cost** |  | **quantity** |  | **total** |
|  |  |  | **X** |  |  |  |
|  |  |  |  |  |  |  |

**Facility Rental**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **place/purpose** |  | **cost** |  | **quantity** |  | **total** |
|  |  |  | **X** |  |  |  |
|  |  |  | **X** |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**Fees** (Tournaments, League, etc.)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **item** |  | **cost** |  | **quantity** |  | **total** |
|  |  |  | **x** |  |  |  |
|  |  |  | **x** |  |  |  |

**Officials**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **description** |  | **cost** |  | **# games** |  | **total** |
|  |  |  | **x** |  |  |  |
|  |  |  | **x** |  |  |  |

**Publicity** (Posters, t-shirts, etc.)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **item** |  | **cost** |  | **quantity** |  | **total** |
|  |  |  | **x** |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |
| **item** |  | **cost** |  | **quantity** |  | **total** |
|   |  |  | **x** |  |  |  |
|  |  |  |  |  |  |  |

**Miscellaneous** (Itemize below)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  **item** |  | **cost** |  | **quantity** |  | **total** |
|  |  |  | **x** |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

|  |
| --- |
| **total expenses** |
|  |

**Income**

**Dues**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **description** |  | **cost** |  | **quantity** |  | **total** |
|  |  |  | **x** |  |  |  |
|  |  |  | **X**  |  |  |  |

**Fundraisers** (Be specific)

|  |  |  |
| --- | --- | --- |
| **description** |  | **income** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |
| --- |
| **totals** |
| Total Income |  |
| Total Expenses |  |
| Current Account Balance (from Banner) |  |
| Funding Requested from BSA |  |