Clubs and Organizations: Intent to be Active and Funding Request

DUE by 11:59pm on Friday, August 31, 2018 in your Clubs Folder

**Club/Organization**

Name:
Department (if applicable):
Budget #:

**Advisor Information**

Name:
Department:
Phone Ext.:
Office:
E-mail:

**Student Leadership (must have at least 2):**

Name:
Leadership Position:
Phone:
E-mail:

Name:
Leadership Position:
Phone:
E-mail:
CLUB INTENTS:

Regular Meeting Time and Location:

Organizational Purpose: (How does this group benefit Bethel?)

Goals and Objectives for This Year: (please provide 3-4)

Planned Activities: (any known dates/times)

Proposed/new Activities:

CLUB BUDGET REQUEST

Student Leader Responsible for Budget

Name:

Leadership Position:

Phone:

Email:
Proposed Budget for the 2014-2015 Academic Year

Please be as detailed and specific as possible.

**Income:** Any money your club will be bringing in from fundraisers, club dues, etc.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Income:**

**Expenses:** It is to your advantage to be detailed. For example, do not put “Materials” = $50, but rather, “Printing expenses for 6 yearly events”

*Please review the BSG Clubs and Organizations Manual for guidelines regarding what BSG funds may not be requested for.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Expenses:**
**FINAL REQUEST:**
To calculate request, use the equation Total Expenses - Rollover - Total Income = Request
For rollover, please contact the Executive Director of Clubs and Organizations with questions

<table>
<thead>
<tr>
<th>Total Expenses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>- Rollover from previous year</td>
<td></td>
</tr>
<tr>
<td>- Total Income</td>
<td></td>
</tr>
<tr>
<td>= Total request:</td>
<td></td>
</tr>
</tbody>
</table>