

Lamar State College-Port Arthur
Student Organization Annual Funding Budget Request 2019-2020

APPLICANT INFORMATION

Organization Name: _____

Organization Advisor (s): _____

Email: _____ Phone: _____

ORGANIZATION INFORMATION

No. of Active Members: _____ Total No. of Members: _____

Recruiting efforts of organization: _____

Describe goals of organization: _____

PROPOSAL INFORMATION

Reason for Request: _____

How does this request meet the college's goals and mission? _____

Is this a one-time request or annual? _____ How many years? _____

Have those attending paid their membership dues? _____

SIGNATURE OF DEPARTMENT

We, the undersigned, certify that we are current department representatives of the above campus departments and that the event specified will be held in accordance with all municipal, state, and college regulations regarding such events. Further, we assume collective and individual responsibility for the orderly conduct of this event in accordance with the LSCPA Student Handbook.

Organization President

Date:

Organization Advisor

Date:

Received By (Committee)

Date:

BUDGET PROPOSAL

Please list all that apply:

Conference Fee:

\$ _____ x _____ people \$ _____

Transportation:

Airfare
\$ _____ x _____ people \$ _____
School Van (fuel) \$ _____
Rental \$ _____
Fuel \$ _____
Parking \$ _____

Hotel:

\$ _____ x _____ rooms x _____ nights \$ _____

Food:

\$ _____ /day x _____ days x _____ ppl \$ _____

Other (list items):

_____ \$ _____
_____ \$ _____

Organization Revenue/Contributions:

Fundraisers \$ _____

Membership Dues \$ _____

Donations \$ _____

Other \$ _____

Total Contributions \$ _____

TOTAL AMOUNT REQUESTED \$ _____

Please attach information regarding conference/event agenda, registration fees, hotel, per diem, car rental, and any other additional information for the committees' consideration.

COMMITTEE APPROVAL

Approved Amount \$ _____

Denied

Dr. Deborah Hebert, Dean of Student Services

Date