

Elizabethtown College Student Senate Budget Request Form 2009 – 2010 Academic Year

Please sign up for a budget hearing outside of the Student Senate office. All budget requests must be returned to Mike White (SMB #1804) without exception by 12 p.m. on September 15th.

Club Name: _____ Account Number: _____

2009-2010 Active Members: _____ Account Balance: _____

2009-2010 Active Members: _____ Date Account Balance Checked: _____

President Name _____ President Signature _____

President E-mail _____ President Cell Phone and Box Number _____

Treasurer Name _____ Treasurer Signature _____

Treasurer E-mail _____ Treasurer Cell Phone and Box Number _____

Advisor Name _____ Advisor Signature _____

Advisor E-mail _____ Advisor Extension _____

Club Mission Statement:

2009 – 2010 Goals:

2008 – 2009 Financial Information

I. Income from July 1, 2008 to July 1, 2009

Be specific! Any money your group received, whether it stayed in your group's account or was immediately used, must be included below. Be sure to list all club dues, donations, and fundraisers individually.

- a. _____ \$ _____
 - b. _____ \$ _____
 - c. _____ \$ _____
 - d. _____ \$ _____
 - e. _____ \$ _____
 - f. _____ \$ _____
 - g. _____ \$ _____
 - h. _____ \$ _____
 - i. 2008 – 2009 Student Senate issued budget \$ _____
 - j. Additional Funding from Student Senate \$ _____
- Total Income \$ _____

II. Expenses from July 1, 2008 to July 1, 2009

*Expenses from **conferences and competitions.***

- a. _____ \$ _____
 - b. _____ \$ _____
 - c. _____ \$ _____
 - d. _____ \$ _____
 - e. _____ \$ _____
 - f. _____ \$ _____
 - g. _____ \$ _____
 - h. _____ \$ _____
- Total \$ _____

*Expenses from **campus wide programming.***

**Please indicate if any of these events were weekend programs ("WP") or late night programs ("LNP") to the left of each item.*

- i. _____ \$ _____
- j. _____ \$ _____
- k. _____ \$ _____

l. _____ \$ _____
m. _____ \$ _____
n. _____ \$ _____
o. _____ \$ _____
p. _____ \$ _____
Total \$ _____

*Expenses from **group operations**.*

**Please include any funds spent specifically on members (national dues, honor cords, end-of-the-year banquet, awards, trips, etc.), meetings (food, photocopies, etc.), or decorations made by the group.*

q. _____ \$ _____
r. _____ \$ _____
s. _____ \$ _____
t. _____ \$ _____
u. _____ \$ _____
v. _____ \$ _____
w. _____ \$ _____
x. _____ \$ _____
Total \$ _____

*Expenses from **service**.*

y. _____ \$ _____
z. _____ \$ _____
aa. _____ \$ _____
bb. _____ \$ _____
cc. _____ \$ _____
dd. _____ \$ _____
ee. _____ \$ _____
ff. _____ \$ _____
Total \$ _____

2007 – 2008 Financial Information

III. Projected income from July 1, 2009 to July 1, 2010

Be specific! Any money your group received, whether it stayed in your group's account or was immediately used, must be included below. Be sure to list all club dues, donations, and fundraisers individually.

DO NOT INCLUDE MONEY YOU ASSUME TO RECEIVE FROM STUDENT SENATE

a.	_____	\$ _____
b.	_____	\$ _____
c.	_____	\$ _____
d.	_____	\$ _____
e.	_____	\$ _____
f.	_____	\$ _____
g.	_____	\$ _____
h.	_____	\$ _____
i.	_____	\$ _____
j.	_____	\$ _____
Total Projected Income		\$ _____

IV. Projected expenses from July 1, 2009 to July 1, 2010

*Expenses from **conferences and competitions.***

a.	_____	\$ _____
b.	_____	\$ _____
c.	_____	\$ _____
d.	_____	\$ _____
e.	_____	\$ _____
f.	_____	\$ _____
g.	_____	\$ _____
h.	_____	\$ _____
Total		\$ _____

*Expenses from **campus wide programming.***

**Please indicate if any of these events were weekend programs ("WP") or late night programs ("LNP") to the left of each item.*

i.	_____	\$ _____
j.	_____	\$ _____

k. _____ \$ _____
l. _____ \$ _____
m. _____ \$ _____
n. _____ \$ _____
o. _____ \$ _____
p. _____ \$ _____
Total \$ _____

*Expenses from **group operations**.*

**Please include any funds spent specifically on members (national dues, honor cords, end-of-the-year banquet, awards, trips, etc.), meetings (food, photocopies, etc.), or decorations made by the group.*

q. _____ \$ _____
r. _____ \$ _____
s. _____ \$ _____
t. _____ \$ _____
u. _____ \$ _____
v. _____ \$ _____
w. _____ \$ _____
x. _____ \$ _____
Total \$ _____

*Expenses from **service**.*

y. _____ \$ _____
z. _____ \$ _____
aa. _____ \$ _____
bb. _____ \$ _____
cc. _____ \$ _____
dd. _____ \$ _____
ee. _____ \$ _____
ff. _____ \$ _____
Total \$ _____

V. Total Budget Requested (Expenses – Income = Budget Request) \$ _____

Student Senate Treasurer's Use Only

Date Received	Recommendation	Senate Vote & Date	Date Contacted	Date Transferred