

Campus Organization Funding Support Request Form

Organization Treasurer: Please fill in the Funding Request section, and submit directly to the department, college, or unit

FUNDING REQUEST

Campus Organization Name _____

Program Worktag PG _____

Treasurer Name _____

Email/contact information _____

Please complete budget line information for this request

Budget line item: hotel, food, airfare, speaker, etc.	Approximate transaction date	Vendor	Amount requested
<i>Example: hotel</i>	<i>September 2019</i>	<i>Gateway Hotel</i>	<i>\$300</i>

Are you receiving Student Government funding for this event? Please write in Yes or No _____

Describe the event and how the expense may benefit the Iowa State community and the new funding source

FUNDING DECISION

Request approved (Yes or No) _____

New funding source _____

Specific budget line items/amounts approved

Business Purpose- how does this expense benefit the new funding source

Approved by: _____ Date: _____

Authorizing Signature _____

University Unit: If approved, please send this form and any additional documentation, to your ISD Finance Specialist at finance_delivery@iastate.edu once the transactions have posted to the Campus Organization Account