



## LOUISIANA CHRISTIAN SGA MONETARY REQUEST

The information is to be filled out to the best of your knowledge with the most detail possible to allow for an in depth and decisive decision on your monetary request. We will take into account all previous work and fundraising; also purpose, need, and validity of your request will be considered.

### Part 1 - Basic Information on You and your Organization

Organization Name: \_\_\_\_\_

President of Club: \_\_\_\_\_

Number of Active members on roster: \_\_\_\_\_

Any Previous funds received from SGA this year: \_\_\_\_\_

Contact name & number: \_\_\_\_\_

### Part 2 - Project Basics

Requested amount: \_\_\_\_\_

Event Title/Purpose : \_\_\_\_\_

Target group to help/support if there is one: \_\_\_\_\_

**Part 3 - Monetary Breakdown**

Please list all necessities in the space provided along with prices and locations of projected purchase

Materials	Price	Location of Projected Purchase

\*If additional room is needed please continue chart and attach neatly to this form.

**Part 4 - Details on the Plans/Usage of Funds requested**

Purpose for funds:

1. Details on the necessity for the monetary request:

2. How will this benefit your club?

3. How will this benefit the student body?

5. Previous fundraising for your organization:

6. Planned fundraising before the event being planned:

**Part 5 - Documentation**

Please attach, if you have them or if it's necessary for your proposal

- Notes on pricing
- Receipts
- Quotes for pricing
- Plans for your event and use of funds
- Additional materials sheet
- Etc.

\*We suggest you fill out as much information as possible. If information we find necessary is left out from the form it could push back your date by a week's time\*

\*\* NOTE: ALL SGA MEETINGS ARE ON MONDAY EVENING AT 9PM\*\*