Supplemental Funding Request Form

Club Information
- Club Name:
- Name of Requesting Officer:
- Title of Requesting Officer:
- Date Submitted

Funding Request Summary
- Name of the Event or Purchase:
- Date(s) Funding is Required By:
- Locations(s) of Event (if applicable):
- Total Cost of Event/Purchase:
  - Total Cost – Dedicated Funds = Total Amount Requested

Funding Request Details
- Please describe the nature of the funding request:

  - Please itemize the EXACT costs for the event/purchase
Club Financial History

- Please attach a current copy of the club’s self-generated and allocated accounts
- Please describe your club’s fundraisers to date:
  - Fundraiser Title:
  - Fundraiser Description:
  - Net Funds Raised:
  - Fundraiser Title:
  - Fundraiser Description:
  - Net Funds Raised:

- Please include any further information about your club’s funding or spending that you think is applicable for this supplemental funding request (if there is money in the accounts not going to this event/purchase, please explain where it is going):

- Please attached any further information. Invoices, receipts and other documents are encouraged.

Notes

- Please submit this form electronically to clubsports@emory.edu
- After the form is received, the Club Sports Treasurer will call for a Budget Committee Hearing. Supplemental funding proposals may not be submitted fewer than two weeks before the funds are needed.

I recognize that Emory Club Sports is relying on the accuracy of the information contained herein. Accordingly, I attest and affirm that all of the information that I have provided is absolutely true and correct.

Printed Name: _________________________________________________________________
Signature: ____________________________________________ Date: ________________