

BUDGET HEARING PACKET 2012-13



Club/Organization Name: _____

Packet checklist:

- One printed out and stapled copy of this completed packet sent to the Student Senate Office in the Student Center
- Copy emailed to studentsenatefinance@eagles.csc.edu
- A copy of the club's current constitution/bylaws/articles of incorporation (or comparable)
- List of current active members

PLEASE NOTE: *The committee recommends the student representatives to be the club president, treasurer, and CAB representative. We further ask that only 3 student representatives and the adviser(s) attend.*

Please list the names and titles of the representatives who will be attending the hearing:

Advisor I Name: _____	Title: _____
Advisor II (optional) name: _____	Title: _____
Student representative I name: _____	Title: _____
Student representative II name: _____	Title: _____
Student representative III name: _____	Title: _____

1. Tax ID Number (if applicable): _____
2. Number of Current Members: _____
3. Officer Information:

President _____
Phone _____
E-mail _____

Vice-president _____
Phone _____
E-mail _____

Treasurer _____
Phone _____
E-mail _____

Secretary _____
Phone _____
E-mail _____

CAB representative _____
Phone _____
E-mail _____

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2011-12 EXPENDITURES

Name and brief description of activity/event/project [attach additional materials, as necessary]:	Cost:
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____
21. _____	_____
22. _____	_____
23. _____	_____
24. _____	_____
25. _____	_____

2011-12 total expenditures \$ _____

2011-12 FUNDRAISING ACTIVITIES:

Name and brief description of fundraiser [including dues paid by members to the club]:	Profit:
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____

2011-12 total profit \$ _____

I, _____, the adviser of the previously stated club/organization confirm that these submitted figures are the actual expenditures and income for the 2011-12 academic year.

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2012-13 BUDGET REQUEST FORM

Please use the below form to itemize your requests for the upcoming 2012-13 academic year. The first blank is for the name, tentative date, and description of the event/project/activity. The second blank is the total estimated cost of the request. The third blank is the amount requested from student activity fee funds.

Description of request:	Cost:	Amount:
1. _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____
11. _____	\$ _____	\$ _____
12. _____	\$ _____	\$ _____
13. _____	\$ _____	\$ _____
14. _____	\$ _____	\$ _____
15. _____	\$ _____	\$ _____
16. _____	\$ _____	\$ _____
17. _____	\$ _____	\$ _____
18. _____	\$ _____	\$ _____
19. _____	\$ _____	\$ _____
20. _____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Total cost/request	\$ _____	\$ _____

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PROJECTED 2012-13 FUNDRAISING



Estimated Fundraising Activities:

Cost:

Profit:

1. _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____

Total projected cost/profit from fundraising \$ _____ \$ _____

Does your club mandate personal dues from club members? Yes No

If so, why and how is that money expended? _____

Does your club have an account with the Chadron State Foundation? _____

I, _____, the adviser of the above stated club/organization, approve the above submitted budget request for the 2012-2013 scholastic year.

Did you find this form helpful in completing your 2012-13 budget packet? _____

Please use this space for any comments, suggestions, or additional notes to the Senate Finance Committee: _____

