

Student Club/Organization Funding Request

Please note: Download this form into Adobe Acrobat to complete and save the form. Opening it in a web browser will not save your changes. Email completed forms and attachments to Sheila.Sylvander@hennepintech.edu

Club Information

Student Club/Org Name: _____

Campus: ☐ Brooklyn Park ☐ Eden Prairie ☐ LECJEC ☐ College-wide

Request is for Academic Year: _____ Club Advisor: _____

Person completing this form: _____

How many club members actively attend club meetings and participate in activities? _____

How often does your club submit club activity reports or attend Student Senate meetings? _____

Have your club members reviewed the Student Life Board By-Laws? ☐ Yes ☐ No

Is your club open to all HTC students? ☐ Yes ☐ No

List the clubs, organizations, or departments you club partners with? _____

Fundraising Efforts: All clubs are expected to fundraise

Did your club fundraise this year? ☐ Yes ☐ No If so, how much did you make? _____

How much money do you anticipate making through fundraising activities in the future? _____

List your fundraising activities: _____

What is the current balance in your club's fundraising account? _____

Fundraising Account Cost Center: _____

Detailed Description of Request

Detailed Description

Be thorough in your explanation of your request. Explain how these expenses will benefit the student body as a whole.

Funding Request Details

Student Club/Org Name: _____

Travel expenditures will not be funded by the Student Life Board in FY21 and FY22 with the exception of student organizations; Phi Theta Kappa, SkillsUSA, and Student Senate. Clubs may use their fundraising accounts for 100% of travel expenditures.

Category	Fall Term Request	Spring Term Request	Description
Food Service (1850)			
Speakers (1870)			
Registration Fees (2122)			
Student Activities (2710)			
Student Travel (2720)			<i>Student organizations only</i>
Memberships (2870)			
Supplies (3000)			
Other			
Expense Total			SLB Club Cost Center _____