



## Office of Student Activities

### Student Organization Special Funding Request

Registered student organizations are eligible to request and obtain special, one-time funding from ATSAC for special initiatives to supplement their budget allocation and/or fundraising initiatives. Student organization representatives should also attend the meeting of the Athens Tech Advisory Council (ATSAC) during which the request will be voted on, in order to make the groups case for the funding. For a full description regarding student organization policies and regulations, including those related to programming, refer to the Student Organization Handbook, which can be found at [www.athenstech.edu/StudentActivities](http://www.athenstech.edu/StudentActivities)

*Student Organization:* \_\_\_\_\_

*Student Making Request:* \_\_\_\_\_

*Position:* \_\_\_\_\_

*Phone:* \_\_\_\_\_ *Email:* \_\_\_\_\_

*Additional Student Member Name:* \_\_\_\_\_

*Position:* \_\_\_\_\_

*Phone:* \_\_\_\_\_ *Email:* \_\_\_\_\_

*Advisor Name:* \_\_\_\_\_

*Phone:* \_\_\_\_\_ *Email:* \_\_\_\_\_

**Please attach a current year's budget, including funding received and earned, as well as how those funds have been expended to date.**

Amount of special funding requested: \_\_\_\_\_

Amount of funds currently in your allocation account: \_\_\_\_\_

Amount of funds currently in your fundraising account: \_\_\_\_\_

Describe how funds will be used: \_\_\_\_\_

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**By signing this document, you are agreeing to follow the policies associated with this event as outlined in the Student Organization Handbook.**

Student Organization: \_\_\_\_\_

Student Representative Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**To be completed by the Office of Student Activities.**

Amount of funding approved for transfer: \_\_\_\_\_

Signature of the Director of Student Activities: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of ATSAC Officer: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of ATC President: \_\_\_\_\_

Date: \_\_\_\_\_