



Student Leadership Center REQUEST FOR FUNDS

Date Submitted: _____

Date funds needed by: _____

Total \$ Amount Requested: _____

Requirements:

1. Submit completed form to the Student Leadership Center no later than four (4) weeks before the desired purchase/activity.
2. Three (3) hours of community service by three (3) or more club members per \$100 in requested funds is mandatory. The community service entity must be pre-approved by the Director of Student Life and Leadership.
3. After the desired event/activity/purchase a "teach-back" is required. This may be facilitated through a campus-wide event, presentation for the campus community or during a scheduled ASG meeting.

NOTE: ASG meetings are on the 1st, 3rd and 5th Tuesdays of every month in the SU 104 Suite.

Club Name: _____ Account # _____

Club Representative: _____ Phone # _____

Please list the items/services that you want to purchase and the purpose served by the use of funds:

Item or Service needed, Quantity, Price

Example: Shirts (2/S; 3/M; 4/L, ETC.) \$8 each/ Total \$ amount

Vendor Name, Address & Phone #

Specifically describe the purpose of activity and/or how it will benefit the student body:

SIGNATURES

Club President/Treasurer Club Advisor Director, Student Life & Leadership

Date Date Date

Maricopa County Community College District (MCCCD) is an EEO/AA institution and an equal opportunity employer of protected veterans and individuals with disabilities. A lack of English language skills will not be a barrier to admission and participation in the career and technical education programs of the college.

The Maricopa Community Colleges do not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/504 concerns, call the following number to reach the appointed coordinator: (480) 731-8499. For additional information, as well as a listing of all coordinators within the Maricopa College system, <http://www.maricopa.edu/non-discrimination>.

Received in the Student Leadership Center on _____ by _____
Date Signature