

Student Activities Committee of the Division of the Social Sciences Funding Proposal Form

The Student Activities Committee (SAC) welcomes proposals for student activities from individuals and groups in the Division of the Social Sciences. It is expected that the presentation of a funding proposal will have the knowledge and consent of your program's student organization and/or SAC representative. Proposals will be considered at regularly scheduled SAC meetings which normally fall on the Thursdays of second, fifth, and eighth weeks each quarter.

Original receipts for approved funds must be submitted to Foster 107 for reimbursement. To ensure that reimbursements are processed quickly and accurately, you must use a tracking number for this event. The tracking number will be assigned upon submission of this form. All reimbursement requests MUST include the tracking number associated with this proposal. Approved proposals (with dates, tracking numbers, allocations, etc.) may be found at the following WWW address: <<http://ssd.spc.uchicago.edu/ssgsac>>.

Department/Committee: _____

Name of Representative: _____ Email: _____

Description of Event: _____

Date/Time: from: _____ until: _____ Number of Participants: _____
Date Time Date Time

<u>Category</u>	<u>Item</u>	<u>Supplier</u>	<u>Unit Cost</u>	<u>Total Cost</u>
Audio/Visual	_____	_____	_____	_____
Consultaton Fees	_____	_____	_____	_____
Duplication	_____	_____	_____	_____
Postage	_____	_____	_____	_____
Other	_____	_____	_____	_____
Food	_____	_____	_____	_____
Office Supplies	_____	_____	_____	_____
Rental	_____	_____	_____	_____
Travel	_____	_____	_____	_____

Total Budget: _____
Funding Requested: _____

Tracking Number: _____

 Authorized Signature Date