

CONTINGENCY FUND REQUEST AND APPLICATION

For Student Government Association of Augustana College

Name of Organization:

Primary Contact:

Email Address / Box #:

Presenting Officer(s):

Advisor Name

Account Number:

Purpose of Request:

Itemized Budget of Requested Funds

Item	Cost
Total Amount of Request	

The Student Government Association reserves the right to audit receipts of all expenses incurred. It is the expectation of the Student Government Association of Augustana College that funds will be managed responsibly and that the above request reflects, within appropriate reasoning, the intended spending of the organization for the presented request.



Please provide the most accurate information possible for the following questions. This information will serve as a resource for the Student Senate in deciding the award amount for the contingency request. Processing time with the Business Office will also be reduced.

Name of Organization:

Club Description & History (purpose, number of active members, source of funding):

Itemized Expenses to Date for Fiscal Year:

Expenses	Cost
Total Spending:	
Remaining Funds:	

Has your group been to SGA before?

What are the out-of-pocket expenses for members?

Have you done any type of fundraising? If yes what kind?

Has your group looked into other means of funding including the use of budget funds, possible requests to related academic departments, more fundraising, etc?

Is SGA your last resort to the extent that the aforementioned resources are exhausted? If yes, why?

Who will benefit from this funding?

How will the campus community benefit?



Why do you feel that your request deserves to be granted?

What would your organization do if they were not granted funding from SGA?

