

STUDENT GOVERNMENT BUDGET COMMITTEE
SEMESTER ALLOCATION REQUEST FORM

Requested: \$ 600
Allocated: \$ 600

Organization requesting funds: Berks Theatre Society

Contact person name: Daniel Jankowski

PSU Email: dj5126@psu.edu

Phone: 610-751-8609

Club Advisor name: James Meekham Brown

PSU Email: jnb20@psu.edu

Phone: 267-258-2341

Date budget submitted: 12/7/2018

X [Signature]
Club President Signed Name

X [Signature]
Advisor Signed Name

STEPS FOR BUDGET REQUEST

1. On the next page, copy and paste a table for each program your club is hosting or attending. An itemization table for each of the items needed is under the program table. Please add additional rows to the item table for events requiring multiple items. Note** gas is calculated at 55 cents per mile.
2. Explain the nature of the program/activity? How will students and/or the campus as a whole benefit by the funding of this proposal? How will the program/activity be advertised to all students? Who is the targeted audience? Please be as specific as possible.
3. Provide an invoice whenever possible in order to justify costs. For example, if your club needs a bus, provide an invoice from the bus company to support the request.

All other invoices were submitted
in a separate document.

**STUDENT GOVERNMENT BUDGET COMMITTEE
SEMESTER ALLOCATION REQUEST FORM**

Program Name:	Tech Design Workshops	Program Description: Light and sound designer Brett Buckwalter will run a series of four two-hour workshops focusing on designing a show from a technical aspect, using resources already available to students, with an end goal of creating a free theatre production available to the public.
Program Location:	Perkins Auditorium	
Anticipated Number Of Attendees:	8+	
Total Funds Requested For Program:	\$400.00	
Is This Program Open To The Campus?	Yes	
Amount Of Funding From Other Sources:	\$0.00	

Please list the materials, prices, and item location for the requested event amount below:

Item Name	Unit Price	Quantity	Item Total	Location

NOTE: As of 12/7/2018, the invoice from Brett Buckwalter is pending. It will be available as soon as possible (most likely a day or two afterwards), and will be submitted through the SGA website's file submission under "Other".

Program Name:	Costume Design Workshops	Program Description: Costume designer Robin Buckwalter will run a set of two two-hour workshops on costume design using costume pieces already owned and available to the theatre department, with an end goal of creating a free theatre production available to the public.
Program Location:	Perkins Room 20	
Anticipated Number Of Attendees:	4+	
Total Funds Requested For Program:	\$200.00	
Is This Program Open To The Campus?	Yes	
Amount Of Funding From Other Sources:	\$0.00	

Please list the materials, prices, and item location for the requested event amount below:

Item Name	Unit Price	Quantity	Item Total	Location

Robin Buckwalter
815 Laurel Ridge Rd.
Reinholds PA 17569.
717-799-6906 Cell.
PSU ID 948659177.

Invoice for Drama Club
Workshop (Penn State
Berks Theater Society).

2 - 2hr. Costume Workshops,
(dates & times TBD.)

\$ 200.⁰⁰.