

FOR FINANCIAL MANAGER USE
 REQUESTED: 311.43
 ALLOCATED:
 APPROVED: YES or NO

STUDENT GOVERNMENT ASSOCIATION
 BUDGET REQUEST FORM

Please type all proposals and submit to the SGA Office, Perkins Game Room 009E.

Organization requesting funds: Berks College Democrats

Date funds are requested for: Fall / Spring Year: Spring 2020

Contact person name: Rocio Vega

PSU Email: rv5102@psu.edu

Phone: 562-291-5277

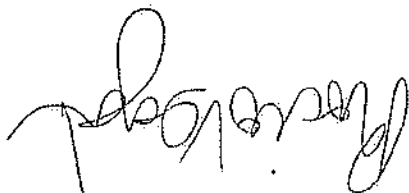
Club Advisor name: Randall Newham

PSU Email: ren2@psu.edu

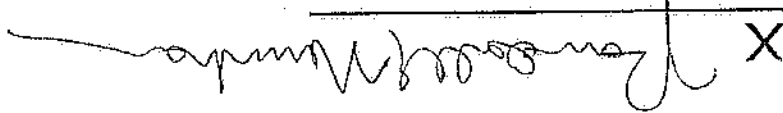
Phone: 610-396-6177

Date budget submitted: 11/11/2019

Club President Signed Name

X 

Advisor Signed Name

X 

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 53.5 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.

Democrats

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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.

Please add more tables or rows as needed.

Program Name:	Ice Cream Social
Program Location:	Thun 145 (tentative)
Anticipated Number of Attendees:	150
Total Funds Requested for Program:	168.00
Is this program open to the campus?	Yes
Program Description: This event is planned for club advertising and getting to know other students on campus interested in politics.	

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

Item Name	Unit Price	Quantity	Item Total	Location
Ice cream	42.00	4	168.00	Food Services

Program Name:	Debates
Program Location:	TBA
Anticipated Number of Attendees:	50
Total Funds Requested for Program:	143.43
Is this program open to the campus?	Yes
Program Description: This event is being held in order to speak on our political views with the Republicans Club.	

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

Item Name	Unit Price	Quantity	Item Total	Location
Cheese Pizzas	12.99	7	90.93	Food Services
Pitchers of Iced Tea	7.50	7	52.50	Food Services

Financial Manager Notes:

no pizzas no drinks no documentation