

Hawkeye Community College Club & Organization Funding Request

Please note: This form is used when your club/organization would like to use their funds to pay for an activity or event.

Name of Club/Organization: _____

Budget Account Code: _____

Date Request Submitted: _____

Number of Active Hawkeye Credit Students in the Club/Organization: _____

Does your club/organization have an up-to-date constitution on file with Student Activities? _____

Contact Person: _____ Position: _____

Phone: _____ E-mail: _____

Advisor (if different from contact): _____ Office Location: _____

Phone: _____ E-mail: _____

Activity/Event Name: _____

Activity/Event Date: _____

General Description of Activity/Event:

Co-Sponsor (if any): _____

What is the **educational benefit** of this activity/event?

On the space provided below, list anything that you feel the Student Activities office needs to know about this activity/event. Please keep in mind that the more information you provide, the better the office's ability to make an appropriate decision.

Budget Summary

	Club/Organization Funding Request	SA USE ONLY SA Funding Approved
Total Amount of Funding Requested		

Have you done this activity/event in the past? _____

Was it funded by Student Leadership Council? _____

Thank you for filling out the Funding Request Form.
You should hear the results of your request within two weeks.
Completed reimbursement forms can be submitted to the Student Activities office.
For questions or additional information please contact Student Activities.

Hawkeye Community College does not discriminate on the basis of sex; race; age; color; creed; national origin; religion; disability; sexual orientation; gender identity; genetic information; political affiliation; or actual or potential parental, family, or marital status in its programs, activities, or employment practices. Veteran status is also included to the extent covered by law. Any person alleging a violation of equity regulations shall have the right to file a formal complaint. Inquiries concerning application of this statement should be addressed to: Equity Coordinator and Title IX Coordinator for employees, 319-296-4405; or Title IX Coordinator for students, 319-296-4448; Hawkeye Community College, 1501 East Orange Road, P.O. Box 8015, Waterloo, Iowa 50704-8015; or email equity-titleIX@hawkeyecollege.edu, or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison, Suite 1475, Chicago, IL 60661, phone number 312-730-1560, fax 312-730-1576, email: OCR.Chicago@ed.gov.