STUDENT ACTIVITIES FEE FUND BALANCE

The Student Activities Fee Fund Balance is established through the annual collection of both unallocated and unspent Student Activities Fees. Any proposal for use of Fund Balance funds must be authored (made) by a currently enrolled student. The co-author may be another student or a college employee.

A request for use of Student Activities Fee funds currently has no dollar limit.

Submission of Request
The request must be submitted to the ASUCC Business Manager. A tangible benefit for the students of Umpqua Community College and the campus community must be demonstrated.

Requests will be reviewed with the following considerations in mind:
- Educational benefit and possible integration into course syllabi
- Relationship to the College mission and the ASUCC mission
- Benefit to the campus community with priority given to on-campus activities
- Availability of other funds to support the activity

Review and Approval
The request will be brought forward to the ASUCC Leadership Board after an initial review for completeness by the ASUCC Budget Committee. The request will become an actionable item after a minimum of two ASUCC Leadership Board meetings.

STUDENT ACTIVITIES FEE FUND BALANCE
REQUEST FOR FUNDS
Attach additional information/pages as needed

Submission Date:	
Program, Club or Organization Name:	
Title of Request:	
Author of Request:	
Co-Author of Request:	
Author Contact Email:	
Requested Amount: $	

Proposal (short explanation of proposed request)

Background (context, relevant opportunities)

Expected Outcomes (specific outcomes of the project)

Expected benefits for the students and college community

Budget (include all costs and all sources of funds)

Proposed timeline for use of funds

Other (additional information related to the proposal not previously

For ASUCC USE	
Date Received:	Date reviewed by ASUCC Budget Committee:
Proposal Number:	
Date of ASUCC Board Meeting Reviewed:	Date of ASUCC Board Meeting Vote:
☐ Approved ☐ Denied	Amount $: