

Fall 10-23-2013

## 2014 Engineering EXPO Grant Application Form

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# Engineering EXPO 2014

## Student Government Engineering EXPO Grant Application

In order to be considered by the Senate Committee on Special Funding, this form must be emailed to [SGbudgets@usf.edu](mailto:SGbudgets@usf.edu) by November 8<sup>th</sup>, 2013 at 5:00 PM.

Any questions regarding the application can be directed to Hiba Alqasemi, Chair of the Committee on Special Funding, at [halqasemi@usf.edu](mailto:halqasemi@usf.edu).

# General Information for Student Organizations

-  Student Organizations (excluding the Engineering EXPO Organization) may request up to **\$1,550** for Engineering EXPO materials and supplies.
-  Only A&S Funded entities may request funds, but any events utilizing funds from the SG Engineering EXPO Grant must be available and advertised to all students.
-  Student Government and the Senate Committee on Special Funding reserve the right to deny any request on any grounds, so long as the grounds were not based on the organization's mission.

## Timeline of SG Engineering EXPO Grant

**November 8<sup>th</sup>, 2013:** Applications due to [sgbudgets@usf.edu](mailto:sgbudgets@usf.edu) by 4:59:59 PM

**November 11<sup>th</sup> through November 25<sup>th</sup>:** Consideration of all applications by the Senate Committee on Special Funding

**November 27<sup>th</sup>, 2012:** Organizations and amounts allocated announced

**February 15<sup>th</sup>, 2013:** All Purchase Orders must be submitted to the A&S Business Office by 5:00 P.M.

**February 22<sup>nd</sup>-23<sup>rd</sup>, 2013:** Engineering EXPO Week

## SG Engineering EXPO Grant Application

Organization: \_\_\_\_\_

Financial Officer: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

A&S Funded?	Yes	No
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Open to all students?	Yes	No
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Active with OSO?	Yes	No
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Please fill out the following pages for each ***PROJECT***.

Name of Project: \_\_\_\_\_

Please provide a detailed project description (use additional pages if necessary). Be as explicit as you can possibly be. If you have to provide attachments (pictures, documents, etc.), please do so. Therefore, the Committee on Special Funding can review your request more thoroughly.

**Extra Page, if necessary:**

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**\* Attach Additional Pages if Necessary**

Please provide a *detailed* line-item cost breakdown. Use additional sheets if necessary.

<u>Item (include details)</u>	<u>Quantity</u>	<u>Cost per Item</u>	<u>Total</u>

**\* Attach Additional Pages if Necessary**