

Campus Pool Funding Request

Date of request: _____

Contact Person: _____ Email: _____

House: _____ Position: _____

Event Title: _____ Date of Event: _____

Total Amount Requested from Campus Pool: _____

Please attach a detailed description of your event.

You MUST include the following:

- Precise and specific breakdown of the event budget. Retroactive requests must include *copies* of all receipts.
- A list of participants (if the requested amount is contingent upon the number of participants)

Contribution: Please note other sources/amount of funding.

Note – not all categories may apply to your event, please fill in all that apply

House Budget: _____

Social Dues Budget: _____

Individual House Members: _____

Other campus funds (please list type & amount): _____

*When seeking funding, please speak with your house president about your request. Although there is not a set amount that each house can be awarded, the committee does try to share the funds with all the houses on campus that seek funding. ****NO ALCOHOL, GIFTS OR HOUSE EQUIPMENT WILL BE FUNDED****

If you have any questions or concerns, please contact the Coordinator of House Events at emccollu@email.smith.edu or extension 4958.

Amount Granted: \$ _____

Date Granted: _____

CHE: