

StFX Students' Union Society Fund Allocation Form

Please send completed forms to Julianna Drake: su_finance@stfx.ca

Please ensure you include as much detail as possible and include a thorough cost breakdown on the budget form below on the last page.

Society: _____

Please note: only societies that pay fees to the StFXSU and are in good standing with the University and the Students' Union may apply for a society fund allocation. If you are unaware of your status, please contact the society coordinator at su_soc@stfx.ca.

Student Name: _____

Student Number: _____

Email Address: _____

Amount Requested: \$ _____

Please note: the Budget and Finance Committee will only provide a maximum of \$500 per semester per society, regardless of the number of participants involved.

Have you received a fund allocation within the current semester? Y N

If so how much and for what purpose: _____

Event: _____

Event Description: _____

Reason you are applying for a fund allocation on behalf of your society, and the benefit this event will have for the StFX community:

Has your event been approved by the Event Review Committee? Y N

Please attach the following:

- ERC Form
- Event Budgeting Form (next page)
- Any Price Quotes, Invoices, or Rental Agreements
- List of Fundraising Initiatives
- Other sources of funding
- Confirmation of Registration (conferences only)

Please note: Your application will not be reviewed without a detailed breakdown of costs and where the funding will go to.

Applicant Signature: _____

Date: _____

Event Budgeting Form

REVENUES (INCOMING CASH)

Revenue	\$
ex) fundraising, donations, door cost etc.	
Total Revenues	

EXPENSES (OUTGOING CASH)

Expense	\$
ex) venue cost, supplies, equipment etc.	
Total Expenses	

[Total Revenues – Total Expenses]: