# ETSU Sport Clubs

***Staff use only***

Decision:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_

## Supplemental Funding Request

**Funding request form must be submitted at least 2 weeks prior to event or desired purchase date.   
Any requests submitted after event or purchase will not be considered for supplemental funding.**

Sport Club:

Name/Title of Person Requesting:

Name of the event/type of purchase: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date(s) of the event *(if applicable)*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location(s) of the event *(if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Short description & additional information:

Itemization of EXACT costs for event/purchase:

**Total costs of event/purchase: $**

Itemization of EXACT amount of self-generated funds used towards purchase, including dates & amounts received from fundraisers:

Self-Generated Funds to be dedicated to event/purchase: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Total Amount Requested: $**

*Total Costs - Self-generated funds = TOTAL AMOUNT requested from Campus Recreation Sport Club program*

**Notes:** Please attach a copy of the Club’s current accounting sheet. Submit this form to the Campus Recreation Administrative Office, 2nd floor BCPA.