Version 7/24/07

Saint Joseph's University
University Student Senate
Office of Financial Affairs

ADDITIONAL FUNDS RESEARCH FORM

Instructions: If you have a project that has not been funded in your departmental budget, use this form to request financial research from your FASC Rep. Describe your event/need/project using the form below. The FASC Rep will use this to develop a budget for the project. Following the budget's approval by the Student Vice President for Financial Affairs, you will be able to go through the motions to get your project moving.

Name: _____ **Submission Date:** _____

Email: _____ **Telephone #:** _____

Office: _____ **FASC Rep:** _____

Description of Event/Need:

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Date Needed: _____

Preferred Vendors: _____

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