

**College of Engineering**  
**Funding Request Form for Student Outreach Programs**

This form must be completed and submitted at the time of the presentation to the College of Engineering Dean.

Requestor Name(s) \_\_\_\_\_ Email \_\_\_\_\_

Description of Request \_\_\_\_\_

Department \_\_\_\_\_ Mentor \_\_\_\_\_

Organization \_\_\_\_\_ Travel Dates \_\_\_\_\_

Number of Student Participants \_\_\_\_\_ Location/Venue \_\_\_\_\_

Purpose of Request:

- Student Club
- Chapter Meeting
- Senior Design Project
- Regional Competition
- National Competition
- Conference Presentation

Other \_\_\_\_\_

Other

Budget Category	Dean	* Department	Other-Amount	Other-Sponsor	Total
Membership Dues/ Registration	_____	_____	_____	_____	_____
Travel	_____	_____	_____	_____	_____
Lodging	_____	_____	_____	_____	_____
Food	_____	_____	_____	_____	_____
Supplies	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
<b>Total Requested</b>	_____	_____	_____	_____	_____

\* At least 25% of the request should come from the Department or Other sources.