

**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

Budget Request

Budget Category	Dean	*Department	*Other	Total
Membership Dues/Registration	_____	_____	_____	_____
Travel	_____	_____	_____	_____
Lodging	_____	_____	_____	_____
Food	_____	_____	_____	_____
Supplies	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total Requested	_____	_____	_____	_____

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