

MCLA STUDENT GOVERNMENT ASSOCIATION SUPPLEMENTAL BUDGET REQUEST FORM



Club/Organization Name: _____

Contact Name: _____

MCLA Box # _____

Amount of money requested: \$ _____

What will the money be used for? Please explain in detail and attach a concise budget breakdown of what items will be purchased and how much each it estimated to cost.

What is the date the money is needed by? _____

Why was the funding not requested during the past budgeting season?

Print / Sign / Date

Club President _____

Club Treasurer _____

SGA Treasurer _____

SGA Use Only:

Amount of Money Approved by Senate \$ _____ Date Approved: _____

SGA Treasurer Signature _____

PLEASE SUBMIT FORM AT LEAST 3 WEEKS PRIOR TO THE DATE NEEDED