

EMERGENCY FUNDING REQUEST HOW-TO

Emergency Funding Request

Guidelines for Emergency Funding:

1. The event or purpose requiring the Emergency Funding Request must pertain to and be considered essential to the function of the club, but was not foreseen or planned at the time of the annual budget request approval.
2. The completed form should be submitted to the Sports Office at the University of Arizona Campus Recreation Center for review. This will lead to consideration for funding.
3. Funding will not be granted for past events.

Required Information:

Name of Club: _____

President: _____ Phone No. _____

Additional Club Representative: _____ Phone No. _____

Amount of emergency funding requested: _____

What is the specific purpose of the club requesting emergency funding?

In what way(s) will this benefit both the club and the University of Arizona?

Please also submit a concise breakdown of expenses pertaining to this above request along with any other pertinent information that would help with the decision-making process.

Submitted By: _____ Date: _____



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3. Funding will not be granted for past events.

Confirm your request meets the criteria required for Emergency Funding Request



THE UNIVERSITY OF ARIZONA

**CAMPUS
RECREATION**

EMERGENCY FUNDING REQUEST HOW-TO

Name of Club: name of your organization

Required Information:

Name of Club: Golf

President: _____ Phone No. _____

Additional Club Representative: _____ Phone No. _____

Amount of emergency funding requested: _____



THE UNIVERSITY OF ARIZONA

**CAMPUS
RECREATION**

EMERGENCY FUNDING REQUEST HOW-TO

President: name of president as listed on officer form

Required Information:

Name of Club: _____

President: Wilbur Wildcat _____ Phone No. _____

Additional Club Representative: _____ Phone No. _____

Amount of emergency funding requested: _____



THE UNIVERSITY OF ARIZONA

**CAMPUS
RECREATION**

EMERGENCY FUNDING REQUEST HOW-TO

Phone no: contact phone number for club president

Required Information:

Name of Club: _____

President: _____

Phone No. 520-626-1234

Additional Club Representative: _____ Phone No. _____

Amount of emergency funding requested: _____



THE UNIVERSITY OF ARIZONA

**CAMPUS
RECREATION**

EMERGENCY FUNDING REQUEST HOW-TO

President: name of additional club officer

Required Information:

Name of Club: _____

President: _____ Phone No. _____

Additional Club Representative: Wilma Wildcat Phone No. _____

Amount of emergency funding requested: _____



THE UNIVERSITY OF ARIZONA

**CAMPUS
RECREATION**

EMERGENCY FUNDING REQUEST HOW-TO

Phone no: contact phone number for additional club officer

Required Information:

Name of Club: _____

President: _____ Phone No. _____

Additional Club Representative: _____ Phone No. **520-626-1111**

Amount of emergency funding requested: _____



THE UNIVERSITY OF ARIZONA

**CAMPUS
RECREATION**

EMERGENCY FUNDING REQUEST HOW-TO

Amount: request minimum funding you will need to fulfill your function as a club

Required Information:

Name of Club: _____

President: _____ Phone No. _____

Additional Club Representative: _____ Phone No. _____

Amount of emergency funding requested: \$750.00



THE UNIVERSITY OF ARIZONA

**CAMPUS
RECREATION**

EMERGENCY FUNDING REQUEST HOW-TO

What is the specific purpose of the club requesting emergency funding?

In what way(s) will this benefit both the club and the University of Arizona?

Please also submit a concise breakdown of expenses pertaining to this above request along with any other pertinent information that would help with the decision-making process.

Detail funding needs with budget and funding justification. Include additional documents if necessary.



THE UNIVERSITY OF ARIZONA

**CAMPUS
RECREATION**

EMERGENCY FUNDING REQUEST HOW-TO

What is the specific purpose of the club requesting emergency funding?

In what way(s) will this benefit both the club and the University of Arizona?

Please also submit a concise breakdown of expenses pertaining to this above request along with any other pertinent information that would help with the decision-making process.

Detail how supporting this request will better the club and the University of Arizona.



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**CAMPUS
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EMERGENCY FUNDING REQUEST HOW-TO

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In what way(s) will this benefit both the club and the University of Arizona?

Please also submit a concise breakdown of expenses pertaining to this above request along with any other pertinent information that would help with the decision-making process.

Include additional documents detailing budget activity for club.



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**CAMPUS
RECREATION**