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: ________________

1400 E. 6th Street
P.O. Box 210117
Tucson, Arizona 85721
campusrec.arizona.edu
Confirm your request meets the criteria required for 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.
**Name of Club:** name of your organization

**Required Information:**

<table>
<thead>
<tr>
<th>Name of Club:</th>
<th>Golf</th>
</tr>
</thead>
<tbody>
<tr>
<td>President:</td>
<td></td>
</tr>
<tr>
<td>Phone No.</td>
<td></td>
</tr>
<tr>
<td>Additional Club Representative:</td>
<td></td>
</tr>
<tr>
<td>Phone No.</td>
<td></td>
</tr>
<tr>
<td>Amount of emergency funding requested:</td>
<td></td>
</tr>
</tbody>
</table>
EMERGENCY FUNDING REQUEST HOW-TO

President: name of president as listed on officer form

Required Information:

<table>
<thead>
<tr>
<th>Name of Club:</th>
<th>Phone No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>President: Wilbur Wildcat</td>
<td></td>
</tr>
<tr>
<td>Additional Club Representative:</td>
<td>Phone No.</td>
</tr>
</tbody>
</table>

Amount of emergency funding requested: ________________________________
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: ________________________________________
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: ____________________________________
EMERGENCY FUNDING REQUEST HOW-TO

Phone no: contact phone number for additional club officer

Required Information:

Name of Club: ________________________________

President: ________________________________

Additional Club Representative: _________________________

Amount of emergency funding requested: ________________________________

Phone No. 520-626-1111
**EMERGENCY FUNDING REQUEST HOW-TO**

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

<table>
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<th>Required Information:</th>
</tr>
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<tbody>
<tr>
<td>Name of Club:</td>
</tr>
<tr>
<td>President:</td>
</tr>
<tr>
<td>Additional Club Representative:</td>
</tr>
<tr>
<td><strong>Amount of emergency funding requested:</strong></td>
</tr>
</tbody>
</table>
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.
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.
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.

Include additional documents detailing budget activity for club.