

Dickinson

2017-2018 Sport Club Budget Request

Organization _____

Anticipated Remainder in 2016-2017 04 Account as of June 30, 2017 _____

Total Amount Requested for 2017-2018: _____

Operations Budget Request for 2017-2018 (04 Budget) – These expenses will be met with funds allocated to the sport club council budget from Student Senate. You should request money to cover all club expenses even if they are generally covered out of pocket or out of your club’s 06 account. If you would like to review what your club was allocated last year or would like assistance with writing your budget, please contact sportclubs@dickinson.edu .

This is where you will put down how much money you expect to pay for EMTs or Athletic trainers.

EMT or Athletic Trainer Fees	Amount
Total	

This is where you will put down how much money you expect to pay for officials or referees for your events.

Official Fees	Amount
Total	

If your club has a coach, instructor, or uses any third party outfitters, put down how much you expect to pay them.

Coaches/Instructors/Outfitters Stipends	Amount
Total	

If you have to pay to enter a tournament this is where you put that fee.

Team tournament entry fees	Amount
Total	

If you have to pay to join the league/association of which you are a part, put that fee here.

Team league/association dues	Amount
Total	

If Dickinson cannot provide a practice facility for your club and your club practice elsewhere for a fee, then put that here.

Facility Rental Fees	Amount
Total	

This is the place to put the cost of traveling to games/events, and, if you have to get lodging for the game/event, you need to put the fee of that here.

Travel-Transportation and lodging	Amount
Total	

Everything that does not fit under the other sections.

Misc. Expenses	Amount
Total Cost	

Equipment Request – There are funds in the budget available for one-time equipment purchases. Please list any desired new equipment or equipment upgrades (including software) along with a justification/purpose statement. List your requests in priority order.

Equipment	Justification/Purpose-Short Response	Cost
Total Cost		

Supplemental Information to Inform Budgeting Process
(all sections must be completed for the budget to be considered)

Funds Raised

This is where you put how much you fundraised during the current school year and how much you expect to fundraise for the rest of the year.

Generated Funds (06 Account) during 2015-2016 academic year

Source	Amount

List of Executive Board Members for Fall 2016

Title	Name	E-mail	Cell Phone
President			
Vice President			
Secretary			
Treasurer			

Person to contact regarding budget request over the summer _____

Equipment Inventory

Please list all equipment owned by your club. If you have a separate document with an inventory, please attach it when you submit your budget and indicate below that it is attached. Equipment that must be inventoried is anything purchased, in full or in part, with the club's 04 account.

Item	Quantity	Description	Condition (Excellent, Good, Fair, Poor)