

APPLICATION FOR STUDENT SENATE BILL

GEORGIA COLLEGE & STATE UNIVERSITY STUDENT GOVERNMENT ASSOCIATION
OFFICE OF SECRETARY | HTTP://SGA.GCSU.EDU

The Student Government Association of Georgia College & State University has the ability to fund any individual(s) within any Recognized Student Organization with current credentials on file at the Office of Campus Life. In order for your organization to receive funding you must agree to the following terms and conditions:

1. The Student Government Association allocates money strictly on a reimbursement basis only. No money will be compensated upfront.
2. The Treasurer of the Student Government Association must receive the original itemized receipts within five business days for non-event usage and ten business days for event usage. Failure to do so will result in the forfeit of your allocation.
3. You will be required to provide documentation and support for your bill in the Senate Committee on Appropriations and at the second reading before the Student Senate.
4. It takes a minimum of two weeks or two senate sessions to approve funds; please allow adequate time for the legislative process.

Please complete this form to notify the Student Government Association Secretary of your desire for a bill. Upon completion please submit to the Office of the Secretary in the SGA offices located in the Student Activity Center Room 105. Attach additional pages as necessary.

Please Print or Type Legibly

RSO INFORMATION

Name of RSO: _____

Contact Name: _____

Contact Phone: _____

Contact Email Address: _____

Date Funds Needed: _____ Bill for an Event Bill for a One Time Purchase

BILL INFORMATION

Please explain, in as much detail as possible, what this bill is for and how the funds will be used. Attach additional pages as necessary:

OATH OF ACCURACY

I, _____, state and attest that the information contained herein is correct
Name and Title

and accurate to my knowledge and I agree to all the terms and conditions of this application.

Office Use Only

Date Received: _____ Bill Number: _____ Allocation: \$ _____

Assigned to Senator: _____

Action: Passed by Senate at a vote of Yes: _____ No: _____ Abstain: _____ Not Passed by Senate

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Date: _____

To: Student Government Treasurer, Student Activities Center Room 105

Is requested by: _____ License #: _____

Student Activities Budget Committee
funded Registered Student Organization: _____

For travel to be charged to:

Account Name _____ Amount Per Person \$ _____

Account Name _____ Amount Per Person \$ _____

Account Name _____ Amount Per Person \$ _____

Account Name _____ Amount Per Person \$ _____

PURPOSE

OF TRIP: _____

DESTINATION: _____

DATES INVOLVED: FROM: _____ TO: _____

APPROVAL BY:

SGA Treasurer

Registered Student Organization Advisor

STUDENT ORGANIZATION TRAVEL REQUEST

OFFICIAL USE ONLY:

BUDGET FUNDS APPROVAL BY:

Campus Life Business Manager