

This form must be completed every year prior to the first board for all proposed club projects. This form will be presented to the board for approval or rejection and adjustments to the budget for the current fiscal year will be made. This form is to be retained on file as the paper trail for all club projects.

SUBMITTED BY:	
(First Name)	(Last Name)
PROJECT NAME:	
DETAILED DESCRIPTION AND PURPOSE OF THE PROJECT:	
DATE(S):	
LOCATIONS:	
DETAILED BUDGET FOR THE PROJE	ECT/EVENT:
APPROXIMATE NUMBER OF INDIVID	DUALS THE PROJECT WILL BENEFIT:
ESTIMATED SERVICE HOURS PROV	IDED BY THE CLUB:
HOW IS THE PROJECT GOING TO B	E EVALUATED:
	FINANIS CUS

DATE: _____

RECEIVED BY: