The Graduate Student Association  
Central Connecticut State University  
1615 Stanley Street  
New Britain, CT 05060

APPLYING FOR A SOCIETY BUDGET

- Obtain and fill out a Graduate Student Association Society Budget Request form. Forms can be obtained from the Graduate Studies Office, Barnard Hall 102, or you may submit an online application or on the GSA website: [http://www.ccsu.edu/gsa/funding.html](http://www.ccsu.edu/gsa/funding.html)

- Please complete the form in its entirety and attach any additional documents, which would offer more information to your budget application.

- Be sure to include contact information, including email addresses or phone numbers for any questions that may arise during the review of your budget application.

- The Society budget request should not exceed $1,500.00.

- Return the budget application form to the Graduate Studies Office, Barnard Hall 102 by August 31, 2018 and September 28, 2018. Societies that are unable to meet the deadline, or that form later in the academic year will have the opportunity to submit a budget for the spring semester deadline on TBD. Societies will only be permitted to submit one budget per academic year.

SOCIETY BUDGET APPROVAL PROCESS

- Upon submission of the budget request, the GSA Executive Board will review and vote on the application. The E-Board will reach out to the Society if there are any questions or concerns.

- The Vice President of Finance will reach out to the Society to inform them of their request status.

- Please allow time from submission of application for approval.

---

<table>
<thead>
<tr>
<th>2017-2018 GSA Board Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andres Cintron</td>
</tr>
<tr>
<td>Jamar Paris</td>
</tr>
<tr>
<td>Monika Chudy</td>
</tr>
<tr>
<td>Freddy Rios</td>
</tr>
<tr>
<td>Julia Hoke</td>
</tr>
</tbody>
</table>
The Graduate Student Association
Central Connecticut State University
1615 Stanley Street
New Britain, CT 05060

SOCIETY BUDGET APPLICATION

Please complete the following information:

Date: ________________

Name of Society: __________________________________________________________

GSA Account Number: ________________

Society President: ____________________________

E-mail Address: ____________________________

Home/Cell Phone: (___) ____________________

Society Treasurer: ____________________________

E-mail Address: ____________________________

Home/Cell Phone: (___) ____________________

Faculty Advisor: ____________________________

E-mail Address: ____________________________

Home/Cell Phone: (___) ____________________

Purpose of the Society/Mission Statement:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
Please indicate the amount your society is requesting for the following line items:
*Line item requests that do not include a detailed explanation of funds will not be allocated to the society budget. You may attach additional paper for explanations if needed.*

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Costs</td>
<td>$</td>
</tr>
<tr>
<td>Explanation:</td>
<td></td>
</tr>
<tr>
<td>Programming and Events</td>
<td>$</td>
</tr>
<tr>
<td>Explanation:</td>
<td></td>
</tr>
<tr>
<td>Promotion</td>
<td>$</td>
</tr>
<tr>
<td>Travel</td>
<td>$</td>
</tr>
<tr>
<td>Explanation:</td>
<td></td>
</tr>
<tr>
<td>Food</td>
<td>$</td>
</tr>
<tr>
<td>Explanation:</td>
<td></td>
</tr>
<tr>
<td>Other Expenses</td>
<td>$</td>
</tr>
<tr>
<td>Explanation:</td>
<td></td>
</tr>
<tr>
<td><strong>Total Budget Requested</strong></td>
<td>$</td>
</tr>
</tbody>
</table>

Number of supporting documents attached: ______

**Society President Signature:** ________________________________ Date: ______

**Society Treasurer Signature:** ________________________________ Date: ______

**Faculty Advisor Signature:** ________________________________ Date: ______

**OFFICIAL USE ONLY:**

Date Received: ______
Funds Awarded: ______
VP of Finance: ______

□ Approved  □ Denied  □ Additional Information Required

Notes: ________________________________