



# MISSISSIPPI STATE UNIVERSITY

Student Association  
Post Office Box AK  
Mississippi State, MS 39762

Telephone (662) 325-3917  
FAX (662) 325-6783

## 2009-2010 Student Association Senate Appropriation Request Form

Organization \_\_\_\_\_  
(Please write out complete name)

President \_\_\_\_\_ Phone # \_\_\_\_\_ Email \_\_\_\_\_

Treasurer \_\_\_\_\_ Phone # \_\_\_\_\_ Email \_\_\_\_\_

Advisor \_\_\_\_\_ Phone # \_\_\_\_\_ Email \_\_\_\_\_

Do you have a Banner Account YES NO If yes Banner Account # \_\_\_\_\_

If no please complete the following. If you have a bank account for your school refunds, etc., set up through Account Services, that is where the appropriation will be deposited.

Name \_\_\_\_\_ MSU I.D.\* \_\_\_\_\_

Address \_\_\_\_\_

**Directions:** In the space below, please present an itemized appropriation request for the 2009-2010 academic school year. Include a specific amount and proposed use for each item listed, the number of students affected by the funding, any recognition that may be afforded to MSU, and any awards that will be sponsored by the funds. **The senate cannot sponsor transportation, operational, or lodging costs for any student organization.** Please attach a copy of the organization's current budget including available funds.

We hereby do testify to the truth and accuracy of the budgets for both the organization and the program/project sponsored.

\_\_\_\_\_, President Date \_\_\_\_\_

\_\_\_\_\_, Treasurer Date \_\_\_\_\_

\_\_\_\_\_, Advisor Date \_\_\_\_\_

\*It is your responsibility to familiarize yourself with Title 500 (the Finance Code) of the SA Constitution, as it details the process by which funds are appropriated. The constitution is readily available on the SA website: [www.sa.msstate.edu](http://www.sa.msstate.edu).

\*Those organizations receiving funds from the Student Association will be required to submit an accountability and progress report, along with all receipts of the used funds.

**\*Your organization's information must be up to date in order to receive appropriations.**

**Forms are to be turned in by Friday, October 16, 2009 @5:00 p.m. to 314 Student Union.**

Blake Jeter  
President

Drew Cleek  
Vice-President

Michelle Peach  
Secretary

Hunter Futch  
Treasurer

Halston Hales  
Attorney General