

ASMSU Supplemental or Reserve Request Sheet

2018-Request-#18

Date Submitted (dd/mm/yyyy) 3/12/2018 E-mail Address cimulvaney@gm:
 Person Responsible Connor Mulvaney Program Responsible* _____
 Title and Organization THRIVE ASMSU Director Responsible* _____
 Phone Number (425) 308-1296 *If this is a sponsorship _____

Price Quoted

	Vendor A	Vendor B	Total Request	SENATE USE	SENATE USE
				Finance	Senate
Vendor Name					
Vendor Phone					
Contact Name					
Description of Item(s) to be Purchased	Price	Price	Price	Price	Price
Sponsorship for Girls for a Change			\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Total	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00

Signature of Director: _____

Signature of Buyer: _____

PAYMENT METHOD:		FOR OFFICE USE ONLY		
On Campus:	Off Campus:	Type of Request:	Yes	No
Index #:	Mailing Address:	Finance Vote	6	0
Dept. Accountant:	Contact Name:	Supplemental	16	1
	Phone:	Reserve		
	Email:			

~This form MUST be submitted to the Senate Pro Tempore, who will present it to Finance Board. Upon Finance Board approval, it will be presented to Senate.
 ~Upon Senate approval, the form will be turned into the Operations Manager, who will process the request.
 ~ If Finance Board doesn't NOT approve this request, it is STILL presented to the ASMSU senate. It will then need a 2/3 majority to approve.
 ~ If this is a sponsorship, an ASMSU program director must endorse and cosign.
 ~You must present this Request to both Finance Board and Senate. Attach any pertinent information to this form.
 ~If funds will be used to purchase from an outside vendor, add vendor info as well as purchase options from multiple vendors.
 ~Payment takes 4-6 weeks. Do not fill out grey areas.
 ~Please contact the ASMSU Operations Manager with any questions - 994-6865

Proposal

Background: Concisely describe the background of the request.

ASMSU has historically supported the girls for a change summit that is held on campus each year. The attached documentation from THRIVE has details on the impact and importance of this summit.

Request: Outline and justify the item(s) to be purchased or the amount of funding needed.

This was the amount that thrive requested and that ASMSU has historically given. The breakdown of what they plan to use the money for is included in their proposal.

Impact and Implementation: Please detail the impact to the program(s) or student constituencies the request will benefit, lifetime of item(s) to be purchased, as well as who is responsible for overseeing the use of the funds, if approved.

THRIVES metrics on this years event and their outline of the impact of this event is included.