



**CHAPTS REQUEST FORM FOR NEW CLUB FUNDING**

New Club Name \_\_\_\_\_

New Club Sponsor \_\_\_\_\_

Purpose of Club \_\_\_\_\_

Where and how often will Club meet? \_\_\_\_\_

How many members do you have at this time? \_\_\_\_\_

What do you intend to do with the CHAPTS start-up money? \_\_\_\_\_

Student contact info for the new club: Cell Phone # \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Email Address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Sponsor's Signature

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_ Our club has been approved by Student Government and the Administration for 2017/ 2018.

Return this form to the **CHAPTS Funding Requests** mailbox in the office and notify Laura Klebosky at [vpfunding@chapters.org](mailto:vpfunding@chapters.org) that you would like to be placed on the next CHAPTS Board meeting agenda. **Prior to receiving your funding, the president of the club must appear at a CHAPTS board meeting to explain the purpose of the club and plans for the start-up money.** Any and all members are also welcome to attend the meeting. Plan to provide a *three-month update* to the CHAPTS Board. Funds are placed in the club's student activity account in the bookstore within a few days of the meeting.

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Remarks and disposition from the CHAPTS Board of Directors meeting:

Approved

Not Approved

Deferred