REQUEST FOR FUNDING FROM THE ALL-HILL STUDENT COUNCIL

CONDITIONS FOR FUNDING:
Current students enrolled in the Schools of Dentistry, Medicine, Nursing, Pharmacy, Public Health, Graduate Studies and PA may request funds from the All-Hill Student Council for inter-professional events. The event must include students from more than one school program and be designed to bring students from the different schools together. Students seeking school-specific funding should contact their Dean’s Office and School Government to make a funding request. Funding granted by the All-Hill Student Council will be distributed as a reimbursement.

Funding is limited to one contribution, per student, per term, depending on availability of funds. Funding of one contribution, per student, per term is not guaranteed. Funds cannot be used for anything other than the purpose stated in the initial request.

Funding for individual travel to attend professional development meetings, conferences and individual projects, are not within the scope of All-Hill Student Council’s funding requests. Funds have been allocated to individual programs for such events. Special circumstances may be considered upon request.

INSTRUCTIONS:
Please fill out the following form and submit a detailed budget outlining the total funding and expenses of the student activity, and submit all requests to Rajkaran Sachdej (sachdej@ohsu.edu) at least 1 week prior to monthly Student Council meeting to allow for review.

Primary Contact Person: ___________________________ Date: ______________

Name of OHSU Organization or Participants: __________________________________________

Phone: ___________________________ E-Mail: ___________________________

Purpose/Description of Activity or Event: __________________________________________

Date of Activity/Event: __________________________________________

Total cost of activity/event: $__________________ Requested amount*: $__________________

*Please make sure that original funding request includes all expenses and fees
Have you requested funds from your Dean’s Office and School Government prior to making this request with the All-Hill Council?  Yes: ___  No: ___  If yes, amount received? $________________________

If funding is approved, requester must submit receipts to Karen Seresun, Assistant Vice Provost for Student Life (seresunk@ohsu.edu) for reimbursement. Original receipts, mailing address and social security number are needed to issue the reimbursement. All funding requests take 4-6 weeks to process.

___ I have read and agreed to the following conditions of funding

___________________________________________  _________________
Signature                                      Date

FOR STUDENT COUNCIL USE:

Date and amount approved: $___________________________