

SIUE Alumni Association Affinity Group Support Request Form
(Forms should be submitted a MINIMUM of 60 days prior to event)

Once completed, email to Cathy Taylor at cattayl@siue.edu or mail to
SIUE Campus Box 1031. Call (618) 650-5176 with questions.

Requests will be reviewed quarterly by the Alumni Association.

Name of Affinity Group:

Contact Person:

Email:

Date of Request:

Date of Event/Program:

Event/Program Name:

Describe in detail the event/program and need (funding, swag, volunteers etc.). Please be as specific as possible. If you are requesting board participation or volunteers, please include details (how many, when, where etc.).

How does this event/program support the mission, vision and values of your affinity group?

What is the target audience and anticipated attendance of this event/program?

How will this event/program be advertised or promoted?

Will you work with the Alumni Association regarding the registration process for this event/program? If no, please explain.

Please provide a detailed budget of all expenses for this event/program. Attach additional documentation if needed.

Each year, affinity groups are able to request up to \$5,000 per fiscal year during their first two years of existence and up to \$2,000 in subsequent years. What is the amount of funding you are requesting from the Alumni Association for this event/program?

Are you seeking additional funding sources for this event/program? If yes, please explain:

Approval – to be completed by SIUE Alumni Association

Approved Funding Amount:

Date:

Affinity Group Fund #:

Authorized SIUE Alumni Association Signature: