



Penn
UNIVERSITY of PENNSYLVANIA

GSEG
Graduate Student Engineering Group

Funding Application

For interest groups and inter-departmental events

This form should be submitted at least 1 week prior to requirement of funding. Do not purchase any services before submitting this form, since spending without the GSEG board's approval will result in withheld reimbursements.

Name of Person Applying:
Email:

Name of Department:
Name of Organization:

Name of Event:
Date of Event:
Description of Event:

GSEG budget spending this semester (not including departmental allotments):
Estimated Cost:
Description of Budget for Requested Amount:

Contact Details for Official Purposes:

Date Submitted:

Please Read:

Reimbursement Procedure

Fill out this form and e-mail it to the GSEG Treasurer at gseg.treasurer@gmail.com. Your organization will be reimbursed for the amount that GSEG has granted only with an itemized receipt. Note that it is university policy to tip 18% and no more than that.