

Differential Fee Funding Application – Student Organizations

Differential tuition funds may be requested by registered Student Organizations for activities that enhance undergraduate student experiences, promote professional development, or otherwise contribute to retention, progress, and completion goals. All awards are competitive and are subject to the availability of funds. Complete this fillable form. Fill out the highlighted parts of application. Only fully completed applications submitted to DIFF-FEES-COE@UNLV.EDU will be considered.

Requirements:

- 1) Student Organization must be registered
- 2) Treasurer of the Organization must submit detailed receipts of all expenses, within a week of spending the funds.

Date of Submission:

Project Title:

Organization:

Primary Contact:

Telephone:

Email:

Funding Request. Provide description of proposed activity. Please include in the description:

- (a) Number of students that are official members of the Organization.
- (b) What are the activities?
- (c) Where the activity will take place?
- (d) Number of students that will participate.
- (e) How the activity will enhance the experience of the engineering students, or promote professional development, or increase retention or progress of students toward graduation?
- (f) Any benefit to students of other engineering majors

The quality of this description summary could significantly influence your chances for funding? (Limit to 500 words)

Funding Justification. Why should your funding request be selected? Explain the Impact of the activity. (Limit to 500 words)

Budget. Summarize your budget with sufficient detail so the committee can evaluate all cost elements (e.g. lodging, transportation, registration fees, materials, etc.). Attach additional sheets if necessary. You must provide at least two quotations for each item in your budget, except for items with single source for purchase. (Limit to 300 words)

Estimated total project costs

Amount requested from differential fee funds

Other funding available to support your project (cost share by your research advisor, department, CSUN, or other sources are strongly encouraged)

Source	Amount	Status

Differential Fee awards are competitive. The College of Engineering Differential Fee Committee makes all funding decisions. *The committee typically awards a maximum of \$3,000. However, based on the applicants' need, the committee has discretion to award more than \$3,000. Awards can only be used for the specific purpose identified in the original application unless prior approval is obtained from the committee. Only expenses incurred prior to August 15 and submitted for reimbursement must be completed by August 31 are eligible. Original receipts for all expenses are required. Unexpended funds as of August 31 are forfeited.*