

**Department/Program Event Fund Application Academic Year  
2024-2025**

*Please allow a minimum of 2 weeks for your request to  
be processed*

**Requestor Name(s) and Department(s):**

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**Email for primary event leader(s):** \_\_\_\_\_

**Email for department admin:** \_\_\_\_\_

**Proposed Event Title:** \_\_\_\_\_

**Date of event:** \_\_\_\_\_

**In 120 words or less, please describe your proposed event (include intended audience and projected interest of students):**

**Proposed Budget for Event:**

<b>Funding Need</b>	<b>Cost</b>
<b>TOTAL</b>	

**Other funding sources identified in support of event:**

<b>Funding Source</b>	<b>Amount</b>
<b>TOTAL</b>	

<b>Total requested amount from Dean's Event Funding</b>	
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Signature of primary event leader(s) \_\_\_\_\_ Date \_\_\_\_\_

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Signature of chair or director of primary event leader(s) \_\_\_\_\_ Date \_\_\_\_\_

*Please submit completed application to Rhonda LaPorte and Pam Page in an email attachment -  
rlaporte@uri.edu    pamela\_page@uri.edu*

*You will be contacted after your application has been reviewed. If approved, funding details will be provided.*

Dean's Office Approval: \_\_\_\_\_

Amount: \_\_\_\_\_ Date: \_\_\_\_\_

Chartfield String \_\_\_\_\_