

**UI100  
First Year Seminar**

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**Funding Request Form**

Name:  Department:

Phone:  Date:  Mail Stop:

Section Number:

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**If multiple sections are involved, please list section numbers and instructors in your description of the request.**

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Projected Cost:  Date of Event:

Item Name	Description	Cost

Describe the request. Indicate how this request will enhance your teaching of UI100. Attach supporting materials if desired or necessary.

**FUNDING INFORMATION:** Maximum request for any section will be \$200.  
**Requests food or catering will not be accepted.**

**BOOKS OR SUPPLIES:** If you would like us to order a book, please include the Title, Author, ISBN#, and Publishing Company. For easier purchasing, any supplies needed will be ordered or picked up through on-campus provisions when possible.

**VEHICLE REQUESTS:** You are responsible for requesting your own transportation. If you have 15 passengers or less you will rent directly from Enterprise Car Rental at (573) 339-7800. If the number of passengers exceeds vehicle capacity from Enterprise, you may need to call Ryder Student Transportation at (573) 334-7779 for bus information.

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### INTERNAL USE ONLY

Request received on:

Funding Request:  approved

not approved

Applicant informed of decision on:

Approved by:

Comments and/or instructions: