



**Grant Petition Advisor Form**

Thank you for your participation in SGA’s grant petition process. The SGA Finance Committee will decide on an amount to award your organization at their next meeting, which your organization representative must attend.

\_\_\_\_\_  
Organization Name

\_\_\_\_\_  
Amount Awarded\*

Please adhere to the following stipulations regarding your grant petition:

1. This form must be turned at the grant petition session you attend.
2. Your organization must list SGA as a sponsor on all event marketing and literature. You can access the SGA logo via the SGA website, BelmontSGA.org.
3. All receipts must be turned in within 14 days following the event or purchase to the SGA office or via email to the SGA Treasurer or sga@belmont.edu.
4. If the receipts do not total or exceed the amount of the grant, your organization will need to refund SGA with the funds that were not used.

Please contact SGA’s Treasurer Austin Lanning(treasurer.belmontsga@gmail.com) if you have any questions.

Thank you!

\_\_\_\_\_  
Organization Rep. Signature

\_\_\_\_\_  
Advisor Signature

\_\_\_\_\_  
Organization Rep. Phone #

\_\_\_\_\_  
Advisor Phone #

\_\_\_\_\_  
Organization Rep. E-mail Address

\_\_\_\_\_  
Advisor E-mail Address

If your organization *has* an agency account through Belmont University, please provide that account number. If your organization *does not have* an agency account please provide the name and BUID of your organization’s off-campus account.

\_\_\_\_\_  
Check Payable To

\_\_\_\_\_  
Organization’s BU ID#

\_\_\_\_\_  
Agency Account #

**Before you can receive your funds, you and your advisor must sign this form. Bring the form to the Finance Committee meeting in which you present your request.**

\*to be completed by the SGA Treasurer