

The University of Memphis
Request for Public Service Funding

(Complete the Entire Form and Fax it to 901-678-5112, or return it to 200 Brister Hall)

Today's Date _____
Name of Requesting Organization _____
Name & Title of Contact Person _____
Address _____
Phone Number _____
E-Mail Address _____

Title of the Event: _____
Date(s) of Event: _____

Description of the Event:

Other than any support provided by Public Service, how will this event be funded?

Is an Admission or Participation Fee charged? Yes No Amount? _____

Please name the person or organization that receives the fees or other revenue from the event and explain how these funds will be used.

Has this event been funded previously by Public Service? Yes No Amount? _____

Explanation of why this event should be funded:

Specifically, for what will these funds be used?

Please attach a complete budget for the event, showing both revenue and expense.

Amount of Funding Requested: _____