

***(Committee) Name***

Lecture Fund Proposal

**NOTE:** Please submit this form three weeks before your event takes place, and only start promoting after we have reached out to you about the fund proposal!



|  |  |
| --- | --- |
| Organiser |  |
| Event Name |  |
| Speaker Name |  |
| Date of Lecture |  |
| Location |  |

Please indicate what you are planning to spend the requested budget on as *specific* and *realistic* as possible! Doing research when making a budget proposal is super helpful and makes you proposal more reliable.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Projected Expenses** | **Projected Income** | **Total budget** |
|  | Item A |  |  |  |
|  | Investment B |  |  |  |
|  | Item C |  |  |  |
| TOTALS |  | 0 |  |  |

**Budget Description**

Please fill in this section for all the items that budget is requested for!

|  |
| --- |
| **Item A** |
|  |

|  |
| --- |
| **Investment B** |
|  |

|  |
| --- |
| **Item C** |
|  |

**Description**

[Please describe the nature of the lecture you are planning. Include topic, logistics, how you will promote the lecture on campus and how you believe the lecture contributes value to attending UCU students.]

[Delete This section before sending: Send the lecture proposal no later than 3 weeks before the planned date of the event to ucu.ucsa@uu.nl and CC to all CAOs concerned!]