California State University, Sacramento

**Employee Affinity Group Fund Request Form**

Please provide a justification (brief paragraph) for the fees to be charged.

|  |
| --- |
|  (example) The xyz Affinity group intends to collect fees etc…    |

Please provide a listing of the types of funds/monies that your Employee Affinity Group intends to collect in the table below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Types of Revenue/Funds/Monies Collected** | **Amount** | **Action (New, Increase, Decrease, Eliminate)** | **New Amount if Increased/Decreased** |
|  (example) membership dues | $50/yr |  New | N/A |
|  (example) event fee surcharge |  $5/ticket | New | N/A |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|  |  |  |  |
|  |  |  |  |

Revenue/Expense Projections (doubleclick anywhere in the table and an excel table entry form will appear. Please make all of your entries in the excel table – close excel table and entries will appear on the form below.

