

**CAMERON UNIVERSITY**  
**2026-2027 SAFAC PROPOSAL APPLICATION**  
**(Application for Recognition as a Student Funded Program or Activity)**

Please type this application in its entirety. When completed, please email the entire document in PDF format to the Office of the Dean of Students at [studentservices@cameron.edu](mailto:studentservices@cameron.edu) before the designated deadline. Please keep in mind that funding is limited. Incomplete or late applications may not be considered by the Committee.

*Do not alter or reformat this document template. If you need more space, please attach a separate page.*

Date of application: \_\_\_\_\_

Department name and auxiliary number: \_\_\_\_\_

Title of proposed activity or program: \_\_\_\_\_

Is this an on-campus or virtual event? \_\_\_\_\_

Individual submitting this proposal: \_\_\_\_\_

Contact phone number and email address: \_\_\_\_\_

Name of department chair: \_\_\_\_\_

Total funding requested from SAFAC: \_\_\_\_\_

Do you want to present your proposal in-person? \_\_\_\_\_ Yes \_\_\_\_\_ No

**PROPOSAL NARRATIVE**

**Description and Purpose of Proposed Activity or Program.**

**CAMERON UNIVERSITY**  
**2026-2027 SAFAC PROPOSAL APPLICATION**  
**(Application for Recognition as a Student Funded Program or Activity)**

**Rationale for Funding Request. Include an explanation if requesting an increase or decrease from prior year.**

**SAFAC policy states funds may only be allocated to proposals that benefit all Cameron University students. Please explain the significant entertainment and/or educational experiences this event will provide for all students.**

**(Application for Recognition as a Student Funded Program or Activity)**

--

--

2025-2026:	_____	Notes:
2024-2025:	_____	
2023-2024:	_____	
2022-2023:	_____	
2021-2022:	_____	

--

**CAMERON UNIVERSITY  
SAFAC BUDGET PROPOSAL  
FY 2026-2027**

Rev. 10/2025

Please type this document and submit electronically with the proposal narrative.

Department Name & Auxiliary Number: \_\_\_\_\_

Title of Proposed Activity or Event: \_\_\_\_\_

Individual Submitting this Proposal: \_\_\_\_\_

REVENUES	2024-2025 AWARDED	2024-2025 ACTUAL \$ USED	2025-2026 AWARDED	2025-2026 ACTUAL \$ USED	2026-2027 REQUESTING
Rollover/Carry forward					
SAFAC Allocation					
Other (please explain below): *					
<b>TOTAL REVENUES</b>					

EXPENSES	2024-2025 ACTUAL EXPENSES	2025-2026 ESTIMATED EXPENSES	2026-2027 REQUESTING
Student Stipends and Wages**			
Operating Expenses			
Capital Expenses			
Travel Expenses			
Other (please explain below): ***			
<b>TOTAL EXPENSES</b>			

Note: Fields pre-filled with a zero ("0") are automated. Please do not modify.

Blank fields are fillable.

\*Please explain other revenue acquired to assist in the funding of this event/program:

\*\* Please explain how student stipends are awarded:

Include what positions are available, what constitutes an award/stipend, what the wages specifically cover, \$ amounts for each stipend, and repetitive stipends being issued semester to semester - including rationale for repetitiveness. *(Note: students who are already required to perform tasks/duties as part of a class they have enrolled in, should not be included in stipend/wage payouts.*

\*\*\* Please explain other expenses other than those listed:

# CAMERON UNIVERSITY

## Operating and Capital Expenses Worksheet

Rev. 10/2025

Please type this document and submit electronically with the proposal narrative.

Account Name and Auxiliary Number: \_\_\_\_\_

Title of Proposed Activity or Program: \_\_\_\_\_

Individual Submitting this Proposal: \_\_\_\_\_

OPERATING EXPENSES	2024-2025 ACTUAL \$ SPENT	2025-2026 ESTIMATED EXPENSES	2026-2027 REQUESTING
Print Shop			
Advertisement			
Supplies*			
Refreshments**			
Other***:			
Other***:			
Other***:			
<b>TOTAL OPERATING EXPENSES</b>			

CAPITAL EXPENSES	2024-2025 ACTUAL \$ SPENT	2025-2026 ESTIMATED EXPENSES	2026-2027 REQUESTING
<b>TOTAL CAPITAL EXPENSES</b>			

\* List all supplies here and how they will be used.

\*\* List refreshment items here. Describe what type of event(s) the refreshments are meant to cover, intended audience, estimated number of participants, and the cost per person.

\*\*\* Please describe, in detail, what other operating expenses are needed and the benefit of these expenses.

# CAMERON UNIVERSITY

## Travel Expenses Worksheet

Rev. 10/2025

Please type this document and submit electronically with the proposal narrative.

Account Name and Auxiliary Number: \_\_\_\_\_

Title of Proposed Activity or Program: \_\_\_\_\_

Individual Submitting this Proposal: \_\_\_\_\_

TRAVEL EXPENSES	2024-2025 ACTUAL \$ SPENT	2025-2026 ESTIMATED EXPENSES	2026-2027 REQUESTED
<b>TOTAL TRAVEL EXPENSES</b>			
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <i>Please complete the below tables for all travel expense requests.</i> </div> <div style="width: 65%; color: red; font-size: small;">           Note: Fields pre-filled with a zero ("0") are automated. Please do not modify. Blank fields are fillable.         </div> </div>			

TRIP 1	24-25 Actual Spent	25-26 Est. Expenses	26-27 Requested
Registration			
Transportation			
Lodging			
Meals			
Misc.			
<b>Total Trip #1 Expenses</b>			

<b>Significant Entertainment and Educational Experiences Provided for Students:</b>

<b>Number of Students Served:</b>

<b>Rationale for Request:</b>

<b>Advertisement:</b>

**CAMERON UNIVERSITY**  
**Travel Expenses Worksheet**

Rev. 10/2025

<b>TRIP 2</b>	<b>24-25 Actual Spent</b>	<b>25-26 Est. Expenses</b>	<b>26-27 Requested</b>
Registration			
Transportation			
Lodging			
Meals			
Misc.			
<b>Total Trip #2 Expenses</b>			

<b>Significant Entertainment and Educational Experiences Provided for Students:</b>

<b>Number of Students Served:</b>

<b>Rationale for Request:</b>

<b>Advertisement:</b>

**CAMERON UNIVERSITY**  
**Travel Expenses Worksheet**

Rev. 10/2025

<b>TRIP 3</b>	<b>24-25 Actual Spent</b>	<b>25-26 Est. Expenses</b>	<b>26-27 Requested</b>
Registration			
Transportation			
Lodging			
Meals			
Misc.			
<b>Total Trip #3 Expenses</b>			

<b>Significant Entertainment and Educational Experiences Provided for Students:</b>

<b>Number of Students Served:</b>

<b>Rationale for Request:</b>

<b>Advertisement:</b>



# CAMERON UNIVERSITY

## Travel Expenses Worksheet

Rev. 10/2025

TRIP 4	24-25 Actual Spent	25-26 Est. Expenses	26-27 Requested
Registration			
Transportation			
Lodging			
Meals			
Misc.			
<b>Total Trip #4 Expenses</b>			

<b>Significant Entertainment and Educational Experiences Provided for Students:</b>

<b>Number of Students Served:</b>

<b>Rationale for Request:</b>

<b>Advertisement:</b>