

**De La Salle University-Manila**  
**Parents of University Students Organization (PUSO)**  
**Funding Request Form**

<b>Date of request</b>			
<b>Name of Organization</b>			
<b>Title of Activity</b>			
<b>Date of Activity</b>		<b>Time of Activity</b>	
<b>Venue of Activity</b>			
<b>Expected number of participants</b>	<input type="checkbox"/> Organization-wide <input type="checkbox"/> College-wide <input type="checkbox"/> University-side <input type="checkbox"/> Others (Please specify)		
<b>Expected beneficiaries</b>			
<b>Objectives of the Activity:</b>			
<b>Justification:</b>			
<b>Details of Request</b>			
<b>Particulars</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>
1.			
2.			
3.			
4.			
<b>Total amount requested</b>			
Note: 1. You may add additional sheets if necessary. 2. Please attach official quote of the items being sponsored.			
<b>Requested by:</b>	Name, Position, Office		
<b>Noted by:</b>	Office Director / Unit Head	Academic Dean / Dean of Student Affairs	

(To be filled out by PUSO)

<b>Date Received by PUSO</b>		<b>Received by:</b>	
<b>Action taken:</b>	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<b>Board Resolution #</b>	
<b>Amount:</b>		<b>Date of Resolution:</b>	
<b>Details of Check</b>		<b>Check received by:</b>	
		<b>Date received:</b>	