

<b>Budget Manager's Name:</b>	
-------------------------------	--

**Special**

Request Type (Mark with an X):  **Special**

In detail, please note the following information for each Special Request:

- The Organization Name / Number and account numbers the request is being made
- The amount of the request
- Detailed breakdown of how the additional funding will be spent
- Overall current budget and how the budget is allocated (by activity and/or event)

**Request Frequency**

<i>One Time / One Year</i>
<i>Permanent Funding</i>

**Section I Special Requested Summary of Funds**

Organization Name / Number	Account Number	Amount of Request
		\$ -
<b>Total Request</b>		<b>\$ -</b>

**Section II Special Incremental Funds Detail**

Vendor Name/Description	Amount
	\$ -
<b>Subtotal</b>	<b>\$ 30,000.00</b>
<b>Subtotal</b>	<b>\$ -</b>
<b>Subtotal</b>	<b>\$ -</b>

**Section III Current Budget Detail**

Breakdown of how Current Budget is Allocated (By expense or activity)	Amount
	\$ -
	\$ -
<b>Subtotal</b>	<b>\$ -</b>
	\$ -
	\$ -
	\$ -
<b>Subtotal</b>	<b>\$ -</b>
<b>Total Allocated Budget (Must equal amount entered as total current budget)</b>	<b>\$ -</b>