**REALLOCATION REQUEST FORM**

*Please fill out all information and return to SUFAC via e-mail to* [*sosufac@uwgb.edu*](mailto:sosufac@uwgb.edu)

*The SUFAC Chair and Vice Chair will contact you if it’s determined that a presentation is needed.  
Additional Forms are available online at* [*www.uwgb.edu/studgov/committees/sufac/forms.asp*](http://www.uwgb.edu/studgov/committees/sufac/forms.asp)

**SUFAC Guidelines require a breakdown of costs for all contractual events with cosponsors listing the total cost for the event and org contributions.**

|  |  |
| --- | --- |
| Student Organization | Org Representative(s) |
| E-mail(s) | Phone #(s) |
| Current Agency Balance | |

|  |  |
| --- | --- |
| **Funds to be Moved From:** | **Funds to be Moved To:** |
| Item: | Item: |
| Fund Type: | Fund Type: |
| Original Allocation: | Original Allocation: |
| Amount to be Moved: | Amount to be Received: |
|  |  |
| Item: | Item: |
| Fund Type: | Fund Type: |
| Original Allocation: | Original Allocation: |
| Amount to be Moved: | Amount to be Received: |

**In addition to the reallocation form, the appropriate contingency form(s) should also be submitted to SUFAC in order to provide a more complete understanding of the requested change.**

Purpose: