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**URBANA SCHOOL DISTRICT #116  
REQUEST FOR NEW ACTIVITY ACCOUNT**

In order to establish a new club, organization or group, this form must be completed and sent to the Business Office. The Board of Education must approve the establishment and purpose of each student activity fund and convenience account. No meetings should be conducted or money collected until an activity receives proper approval.

SCHOOL Urbana High School

NAME OF ACTIVITY OR GROUP Special Projects Donations

STAFF MEMBER ADVISOR/SPONSOR M. Stark

NUMBER OF STUDENT MEMBERS ANTICIPATED N/A

PURPOSE OF ACTIVITY/GROUP: An account for donations with specific goals or project

ANTICIPATED FUNDRAISING PROJECTS: ~~any~~ Depends on project

HOW FUNDS WILL BE UTILIZED: As designated

EXPLAIN HOW THIS ACTIVITY WILL BENEFIT STUDENTS: Goals/projects student/school centered

**APPROVALS:**

STAFF MEMBER SUBMITTING Casey Hulls DATE 1/7/16

BUILDING ADMINISTRATOR [Signature] DATE 1/7/16

BOARD APPROVED ON \_\_\_\_\_ DATE \_\_\_\_\_

Account # Assigned \_\_\_\_\_