Non-Registered Student Org's/Individuals Allocation Request
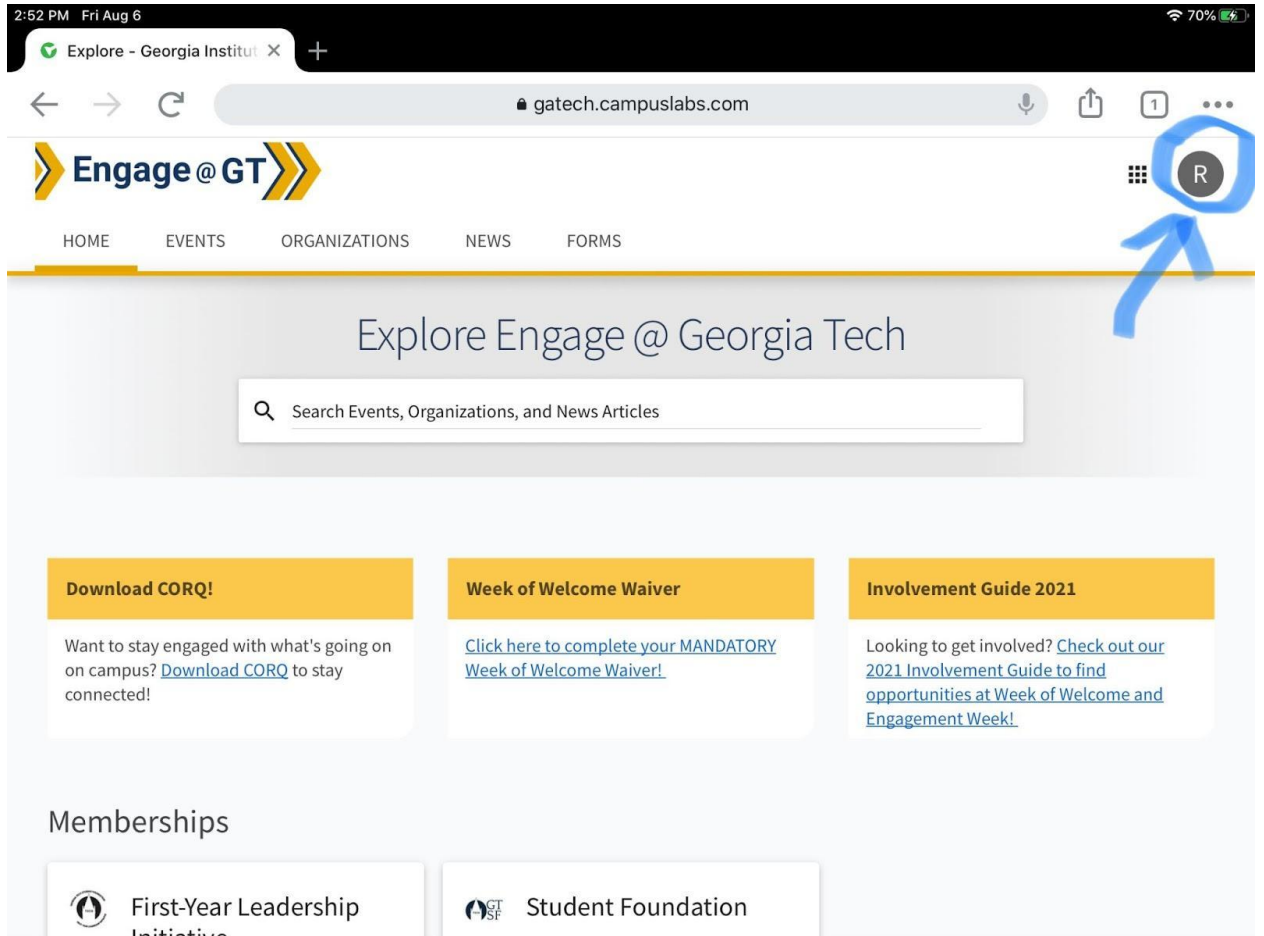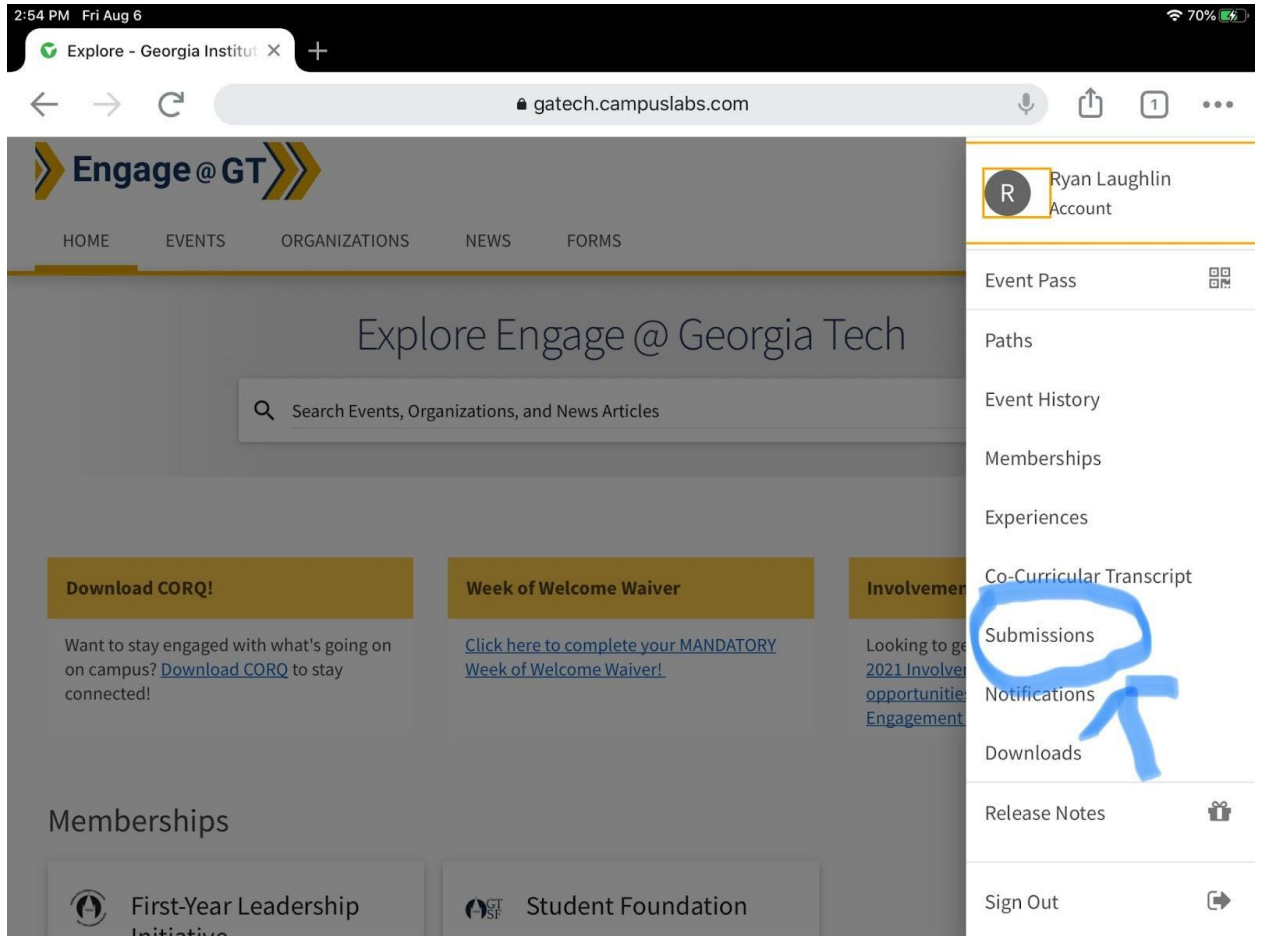
1. Sign into Engage and click the account button

2. This will open a menu on the right side of your Engage portal, on this drop down, click the submissions tab

3. This will bring you to the 'My Submissions' Page, from here click the 'budgeting' button

4. This will bring you to the 'Personal Budget Requests' page, from here click the blue 'create request' button

5. Now you will see every applicable Budget application currently available, find the GTSF Funding Application for the semester your applying and click the blue font that says ' Budget Proposal (by priority)'

6. All that's left is completing the application by answering the questions and providing a budget, reminder to check out our GTSF funding application guide for more details on filling out the application.