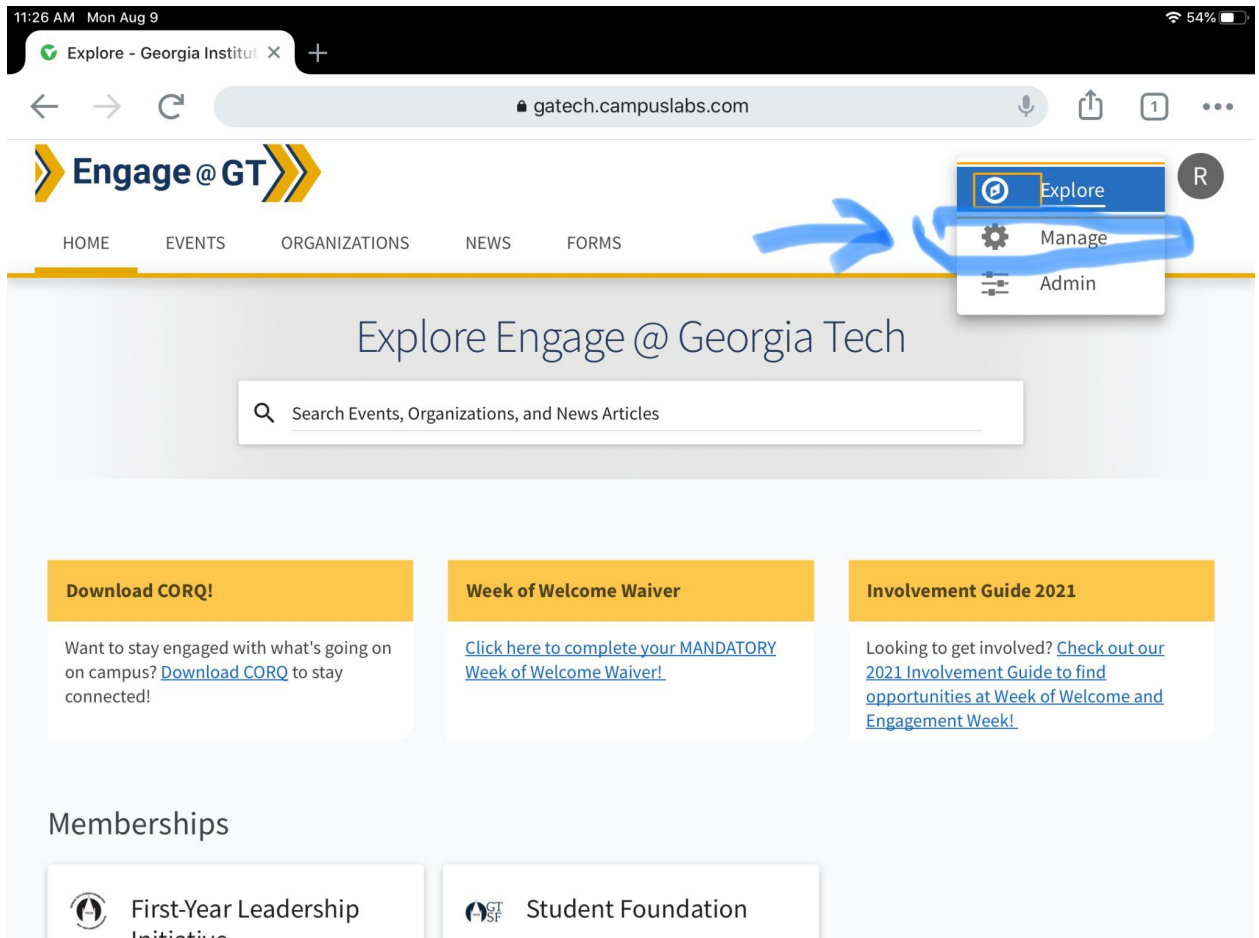**Registered Student Org's Allocation Request**

1. Go to Engage and sign in
2. Click the Manage Tab in the top right corner of the web page

3. Find the organization you want to make a budget request for on the 'manage' page and click on it

Programs

| L | Living Learning Communities | | 🏛 | Registered Student Organizations | | GT | Special Scholarships |

(Showing 1-6 of 6)

My Memberships

REGISTER

| ⬤ | First-Year Leadership Initiative |
| GT SF | Student Foundation |

(Showing 1-2 of 2)

Submissions

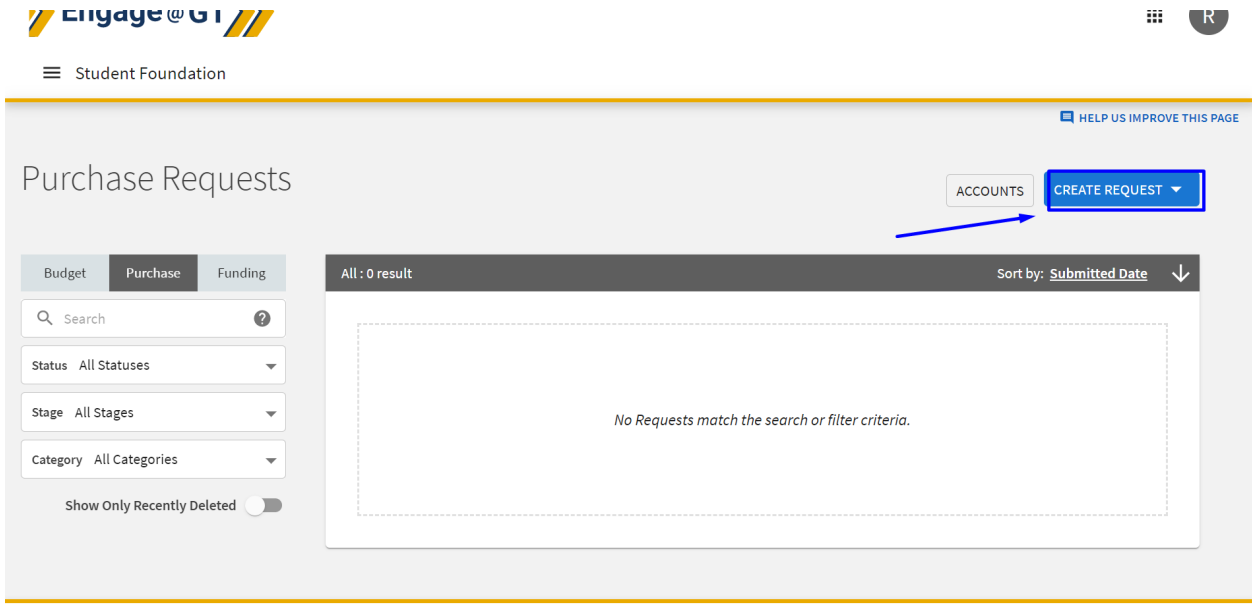| General Forms | | Budgeting | |
| 0 Pending Submissions | ⬆ | 117 Pending Submissions | ⬆ |

4. From your Org's page click the button in the top left corner to access your orgs navigation tab
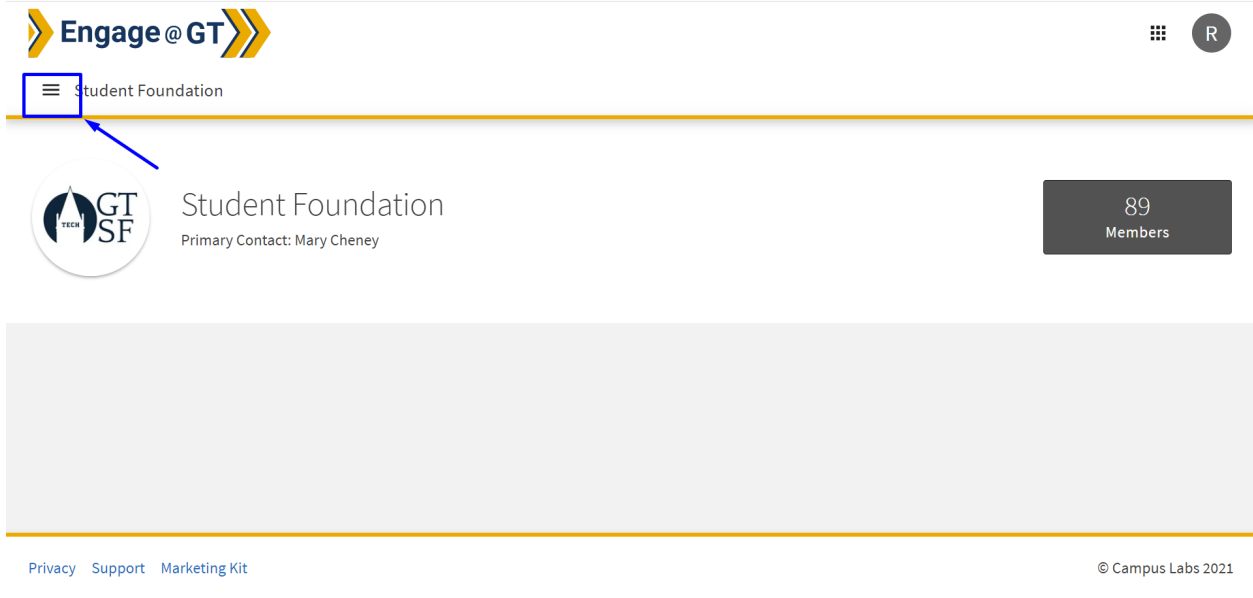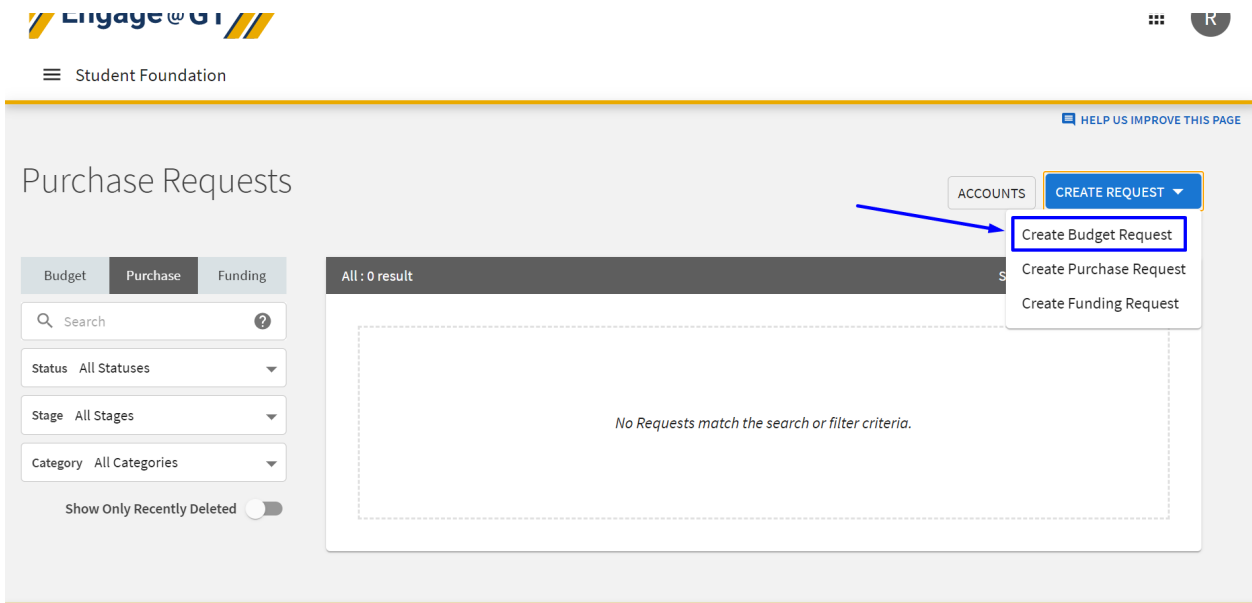
5. Once in your Navigation Tab, click the finance button
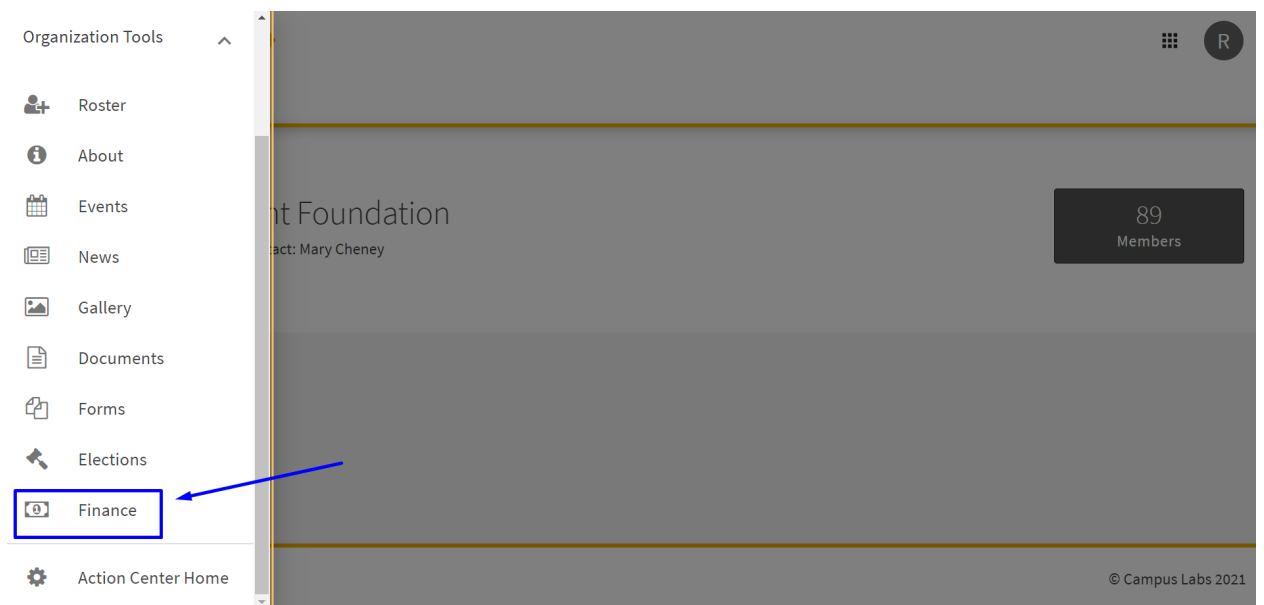
6. Once on the Finance page, click the blue button that says 'Create Request'

7. You'll be given three options once the button is clicked, select budget request to move forward

8. Now all you need to do is find the GTSF Funding Application for this semester and click 'Budget Proposal (by priority)' which will be the highlighted blue text

Select a Process or Budget to Start Your Request

Process: **GTSF Funding Application Fall 2021**

Available from 7/19/21 12:00 AM to 8/6/21 6:00 PM

Each semester, GTSF provides around $30,000.00 of funding to various student organizations and initiatives from the revenue produced by the student-run endowment which is currently valued at $1.5 million.

GTSF Funding process consists of two parts: application and presentation. The application is offered once every Fall and Spring semester and open to the entire Georgia Tech community (undergraduate, graduate, and PhD organizations that are registered or unregistered). The 2021 Spring GTSF Funding Application will be open from XX-XX.

For full details on the Student Foundation Allocations process, visit our website: gtsf.gatech.edu

Budget: **Budget Proposal (by priority)** ⬅

Please list all budget lines in order of priority (top is highest/bottom is lowest)

Warning: Plan out your order before submitting line items, their order is based on which ones you submit first and cannot be altered later on in the application!

Process: **Parents Fund Grant Application - Fall 2021**

Available from 8/1/21 12:00 AM to 9/7/21 12:00 AM

The purpose of the Parents Fund Grant Program is to enhance the student life experience at Georgia Tech by sponsoring innovative student-led programming in the following areas: the arts, cultural diversity, community service, student engagement, and leadership and educational development.

9. 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.