

**REQUEST FOR HUMANITIES CENTER
PUBLIC PROGRAMING FUNDS**

1. Date of Request:
2. Amount of Request:
3. Name of person making request:
4. Home Labor Department:
5. Purpose for which funds will be used:

Date of event:

Names of participants:

Location of event:

6. Additional Funds being requested from another organization? Yes No
7. Will you need the funds before the event takes place? Yes No
8. If the answer to # 7 is yes, please explain why and by what date you will need the funds.

(Standard procedure is to transfer charges after the event.)