

## Funding – Reflection Questionnaire

As part of the funding process run by the Centre for Student Engagement, groups are required to submit a reflection questionnaire within two weeks after the conclusion of the event/program (If your event runs throughout the full semester or academic term, please complete this within two weeks after your final session).

These funds include: *Student Initiatives Fund* ; *Ian Orchard Student Initiatives Fund*.

Please complete the form below and email it to: [studentgroups.utm@utoronto.ca](mailto:studentgroups.utm@utoronto.ca)

You must also include the following in the email: All relevant original receipts/invoices

**Group/Organization Name(s):**

**Name of Event/Program:**

**Date(s) of Event/Program:**

**What were the most successful elements of your event/program?**

**How did the approved funds help you run this events successfully?**

Requested Amount (How much are you requesting?)	Budgeted Amount (What were your anticipated costs? Please list them all below)	Approved Amount (how much did the committee approve?)	Actuals (how much was spent?)

**Please note: This reflection, including the original receipts, will be required a maximum of 14 days following the event/program. Failure to meet this deadline will exclude your group from receiving any additional funding for the entirety of the current and following academic year. Any future consideration in funding will be determined at the discretion of the Funding Committee.**