Travel Allocation – Fall Semester 2018

Dear ASUM Budget & Finance Committee,

As a proud and quickly growing student organization, the Dance Club would like to offer opportunities to benefit and challenge the artistic minds of our members, some of whom have limited exposure to improvisational work outdoors. We are inviting 15 dance club members to drive to the Lincoln Sculpture Garden on October 13th, 2018 to participate in site-specific dances throughout their outdoor gallery. The goal of this trip is to find appreciation of other art forms, especially the repurposing of the sculptures as choreographic inspiration for the dancers. We aim to re-enforce artful thinking and observe nature’s impact on these artistic installations. Because it is going to be an all-day event, we are encouraging members to pack their own food and water to minimize the group’s cost.

We greatly appreciate your consideration!

Sincerely,

ASUM Dance Club
Travel Request Form

Group Name: **DANCE CLUB**

Person(s) Preparing the Request: **MACKENZIE BLACK**

Contact Phone Number: 720 505 1118  E-mail: mackenzie.m.black@gmail.com

ASUM Index Code: **MS 300**  Trip Destination: **Lincoln Sculpture Garden**

Trip Description: **Site-specific improvisational workshop**

Dates of Trip: **October 13, 2018**  Number of People Attending: **15**

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount Requested</th>
<th>Board Approved</th>
<th>Senate Approved</th>
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<tbody>
<tr>
<td>Personal Car</td>
<td>$0.15 per mile x 160 mi x 5 cars</td>
<td>$120</td>
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<tr>
<td>Hybrid Car</td>
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<td>Commercial</td>
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<td>Motor Pool</td>
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<td>Lodging</td>
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<tr>
<td>Registration Fees</td>
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<td>Other</td>
<td>$ -</td>
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<tr>
<td><strong>Sub Totals</strong></td>
<td><strong>$120</strong></td>
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</tr>
</tbody>
</table>

Other Sources of Funding:

Total Amount Being Requested: **$120**  Total Cost of the Trip: **$120**

Group Member Signature: **Mackenzie Black**  Date: **9.27.18**

For ASUM Use:

Board on Budget and Finance:

Total Amount Approved: **$120.00**  Date: **8-7-18**

ASUM Senate:

Total Amount Approved:  Date:  

X:
Lillie Grace Fischer  
University of Montana  
Criminology Club President  
Phone: 406-591-2116  
Email: lillie.fischer@umontana.edu

September 23, 2018

Ben Kuiper  
ASUM Business Manager  
Phone: 406-243-2704  
Email: asum.businessmgr@mso.umt.edu

Dear Ben Kuiper:

I have attached a Travel Request Form from the University of Montana Criminology Club, we are requesting funds so that we may rent university vehicles to travel to the Missoula County Courthouse. This trip is meant to expose our members to criminal cases that are processed within a courtroom. The club was invited to watch these cases take place by Justice Holloway. Afterwards we plan to spend time with her in the courtroom where the members will get to ask questions and further explore this career option. We would greatly appreciate the opportunity to partake in this field trip and with your help I know it will be possible. Thank you for your time and consideration.

Regards,

[Signature]

Lillie Grace Fischer  
University of Montana  
Criminology Club President
Travel Request Form

Group Name: Criminology Club
Person(s) Preparing the Request: Grace Fischer
Contact Phone Number: 406-596-2116 E-mail: lillie.fischer@umontana.edu
ASUM Index Code: MST567 Trip Destination: Missoula County Courthouse
Dates of Trip: October 12th, 2018 Number of People Attending: 20

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<tr>
<th>Description</th>
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<td>Commercial</td>
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<tr>
<td>Motor Pool 2 mini-van rentals</td>
<td>$</td>
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<td>27.18</td>
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<tr>
<td>$1.68 mileage rate, $25.00 rental rate</td>
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<td>Lodging</td>
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<td>Registration Fees</td>
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<td>Other</td>
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<tr>
<td>Sub Totals</td>
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</tbody>
</table>

Other Sources of Funding: 

Total Amount Being Requested: $27.18 Total Cost of the Trip: $

Group Member Signature: [Signature] Date: 9/23/18

For ASUM Use:

Board on Budget and Finance:

Total Amount Approved: $29.00 Date: 10-7-18

X: [Signature]

ASUM Senate:

Total Amount Approved: $

Date: 

X:
Lillie Grace Fischer  
University of Montana  
Criminology Club President  
Phone: 406-591-2116  
Email: lillie.fischer@umontana.edu

September 23, 2018

Ben Kuiper  
ASUM Business Manager  
Phone: 406-243-2704  
Email: asum.businessmgr@mso.umt.edu

Dear Ben Kuiper:

I have attached a Travel Request Form from the University of Montana Criminology Club, we are requesting funds so that we may rent university vehicles and get help with admission fees to the Old Montana Prison Museum. This field trip is more like a long standing tradition for the Criminology Club. We make a point to go every year to show new members how far we have come in our prison system. This semester the students will get a chance to see how prisons systems used to be and then shortly after compare it to how prison systems are now by visiting the current prison. By doing this we hope that our members will better understand all that the Criminology field has to offer, our goal is to show them that there is much more than just what their textbooks have to offer. It is our hope that you will be able to help make this possible for our members. Thank you for your time and consideration.

Regards,

Lillie Grace Fischer  
University of Montana  
Criminology Club President
Travel Request Form

Group Name: Criminology Club
Person(s) Preparing the Request: Grace Fischer
Contact Phone Number: 406-591-2116  E-mail: lille.fischer@umontana.edu
ASUM Index Code: MST567  Trip Destination: Old MT Prison Museum
Trip Description: We will be touring the Old Montana Prison Museum
Dates of Trip: October 20th, 2018  Number of People Attending: 20

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<td>Motor Pool</td>
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<tr>
<td>Vehicle rental: 2 mini van -1190.4 mpg rate/4 25.60 $299.70 300 $</td>
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<tr>
<td>mid-size Hybrid - 74.80 mpg rate / 4 200 day</td>
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<td>Lodging</td>
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<td>Registration Fees</td>
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<tr>
<td>Other</td>
<td></td>
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<tr>
<td>Museum entrance fee:  $8 per person x 20 $160.00 160 $</td>
<td></td>
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<tr>
<td>Sub Totals</td>
<td>$459.70</td>
<td>$460 $</td>
<td></td>
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</tbody>
</table>

Other Sources of Funding: 

________________________________________________________
Total Amount Being Requested: $459.70  Total Cost of the Trip: $460.00

Group Member Signature: [Signature]  Date: 9/23/18

For ASUM Use:

Board on Budget and Finance:  Total Amount Approved: $460.00  Date: 10/7/18  x: [Signature]

ASUM Senate:  Total Amount Approved:  Date:  

x:
Lillie Grace Fischer  
University of Montana  
Criminology Club President  
Phone: 406-591-2116  
Email: lillie.fischer@umontana.edu

September 23, 2018

Ben Kuiper  
ASUM Business Manager  
Phone: 406-243-2704  
Email: asum.businessmgr@mso.umt.edu

Dear Ben Kuiper:

I have attached a Travel Request Form from the University of Montana Criminology Club, we are requesting funds so that we may rent university vehicles to travel to Montana State Prison. The Montana State Prison has very few openings for tours, the club is very lucky to get the opportunity to take this trip. We plan to tour the prison itself as well as some of the industries of the prison. It is my hope that the university will be able to aide us in getting there as I believe that this could be a very valuable trip for students. They will get a firsthand look into the careers offered at a prison as well as gain a better perspective of how our prison systems work. We greatly appreciate your time and consideration.

Regards,

Lillie Grace Fischer  
University of Montana  
Criminology Club President
Travel Request Form

Group Name: Criminology Club  
Person(s) Preparing the Request: Grace Fischer  
Contact Phone Number: 406-591-7116  
E-mail: lillie.fischer@umontana.edu  
ASUM Index Code: MST567  
Trip Destination: Montana State Prison  
Dates of Trip: November 16th, 2018  
Number of People Attending: 15

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<tr>
<th>Description</th>
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<td>Personal Car</td>
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<td>Hybrid Car</td>
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<tr>
<td>Commercial</td>
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</tr>
<tr>
<td>Vehicle Rentals: mini van, 0.20 mpg rate, $12.75/day, SUV-$105, 0.40 mpg rate, $115/day</td>
<td>$228.35</td>
<td>$229</td>
<td>$229</td>
</tr>
<tr>
<td>Lodging</td>
<td>$</td>
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<tr>
<td>Registration Fees</td>
<td>$</td>
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<tr>
<td>Other</td>
<td>$</td>
<td>$</td>
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<tr>
<td>Sub Totals</td>
<td>$</td>
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</tbody>
</table>

Other Sources of Funding: 

Total Amount Being Requested: $228.35  
Total Cost of the Trip: $

Group Member Signature: [Signature]  
Date: 9/23/18

For ASUM Use:

Board on Budget and Finance:  
Total Amount Approved: $229.60  
Date: 10-7-19  
X: [Signature]

ASUM Senate:  
Total Amount Approved:  
Date:  
X:
UM-Operation Smile
September 15, 2018
Request for Funding — Annual MHSA conference
ASUM Student Travel Allocation Committee

Dear Committee,

We would like to thank the committee for the consideration of our application for these Student Travel funds. As young professional members of the National Student Speech Language Hearing Association (NSSLHA)—the national student association for the American Speech-Language-Hearing Association (ASHA)—We are eligible for a reduced fee when attending our state level Montana Speech Hearing Association (MSHA) Conferences. We would like to request funding to attend the following upcoming MSHA Conference, which will give us an opportunity to gain knowledge on the projects and current research to which we are currently studying for. In addition, to the professional and educational experience we would be able to gain from this conference, we would also be able to represent our school of UM and will be volunteering at the conference to help with set-up, running/management of events and clean up afterwards. We would like to take a group to be able to better serve the conference and better represent our fantastic university. However, some of the costs prevent our students from being able to attend. We are thankful, then, for the opportunity to apply for the ASUM Student Travel allocations, which would enable us to make the trip to Helena, MT. This will be an opportunity for a few of our members to attend their first MSHA conference, which, according to colleagues here at the University of Montana, is a world class and prestigious conference. We are excited to begin a Speech Language Pathology career, and we feel that the opportunity to share the work we have done and meet with leaders in the field will be an excellent platform to establish ourselves and gain new insight into possible research interests, as well as our future careers, and helping us get connected with other professionals from all over the state. We are looking forward to attending the MSHA conference, and we kindly request that the committee looks favorably on our application.

Sincerely,
Zoa Phillips
UM-Operation Smile President
Travel Request Form

Group Name: Operation Smile

Person(s) Preparing the Request: Zoa Phillips

Contact Phone Number: (406) 260-1313 E-mail: zoa.phillips@umontana.edu ASUM

Index Code: 090 Trip Destination: Helena, MT

Trip Description: Montana Speech-Language Hearing Association conference

Dates of Trip: Oct 18-20 Number of People Attending: 12

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<th>Description</th>
<th>Amount Requested</th>
<th>Board Approved</th>
<th>Senate Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Car 1 cars will be used to take half the group 226 miles x $0.15 pre mile =</td>
<td>$33.90</td>
<td>$34</td>
<td>$</td>
</tr>
<tr>
<td>Hybrid Car 2 hybrid car will take the rest of the group 226 miles x $0.20= $45.20 x 2 cars</td>
<td>$90.40</td>
<td>$91</td>
<td>$</td>
</tr>
<tr>
<td>Commercial</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Motor Pool</td>
<td>$</td>
<td>$</td>
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</tr>
<tr>
<td>Lodging We will be putting 4 people to a room, 4 people x $20 = $80 x 3 nights = $240 x 3 Rooms = $720</td>
<td>$720</td>
<td>$400</td>
<td>$</td>
</tr>
<tr>
<td>Registration Fees $30 each x 12 = $360</td>
<td>$360</td>
<td>$360</td>
<td>$</td>
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<tr>
<td>Other</td>
<td>$</td>
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<tr>
<td>Sub Totals</td>
<td>$</td>
<td>$855</td>
<td>$</td>
</tr>
</tbody>
</table>

Other Sources of Funding: 

Total Amount Being Requested: $1,123.30 Total Cost of the Trip: $1,123.30

Group Member Signature: ____________________________ Date: ____________________________

For ASUM Use:

Board on Budget and Finance: Total Amount Approved: $45,000 Date: 10-7-18

ASUM Senate: Total Amount Approved: ____________________________ Date: ____________________________
September 24, 2018

Ren Freeman
Anthropology Graduate Student
MASA Member
ren.freeman@umontana.edu

ASUM Board and Senate - University of Montana
Attn: Benjamin Kuiper, ASUM Business Manager
Asum.businessmgr@mso.umt.edu

RE: Application for Travel Funding Assistance

Mr. Kuiper and ASUM Board and Senate,

Thank you for the opportunity to make application for funding assistance to enable my attendance and poster presentation at the 2018 Annual Conference for the American Indigenous Researchers Association (AIRA). I am a representing member of the University of Montana’s MASA organization (Montana Anthropology Student Association) as well as AIRA.

Anthropologic research, in the United States, began as and continues to be a focus on the study of Indigenous peoples. Through the years, the relationship between Euro-western trained researchers and Indigenous participants has improved but is still severely strained. Largely this is due to a difference in worldviews and lack of mutual-benefit and practical application of knowledge gained from the study. My attendance at the AIRA Conference will secure and share important information regarding knowledge of Indigenous Research Methodologies that can be utilized by students of anthropology.

It is my intention to return and provide information to UM’s MASA membership, who are prime candidates to receive such. It is our hope that this timely, pedagogical and socially responsive information will be utilized by our student members to enable further success of their individual academic programs. It is through the humanizing of our research project designs and their accomplishment that we can attain a higher quality of education and can become role models of excellence as scientific scholars.

As attendance at such a conference, as AIRA represents, is seen as an imperative of our discipline, I have sought and received a waiver of the conference fees, through volunteering at the early morning registration desk. As well, I had not planned to attend this year’s conference, but am honored to have been encouraged to do so. Hence, I am committed to allocating personal study funds to cover the balance of the costs of this trip, if necessary.

As ASUM represents the collective of students at the University of Montana, I appeal to your broader interests and concern for inclusion of diverse ways of being, knowing and doing that are alternative to traditional academia. It is with hope that as you consider my funding application, your thoughts are aligned with those of our new University President, Seth Bodnar, who has repeatedly expressed his honor and appreciation of “the diversity that enriches our campus community... [and which] continues to shape our campus...[and] of the ways in which our many cultures and traditions continue to influence the university.”

Thank you for your time and consideration,

Ren Freeman
Doctoral Student
Cultural Heritage and Applied Anthropology
University of Montana
Travel Request Form

Group Name: UM MASA
Person(s) Preparing the Request: Renee Freeman
Contact Phone Number: 307-349-7834 E-mail: renf Freeman@umontana.edu
ASUM Index Code: MST583 Trip Destination: Polson, MT
Trip Description: Attendance at American Indigenous Researcher Assoc. Conf.
Dates of Trip: Oct. 10-13, 2018 Number of People Attending: 1

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<th>Description</th>
<th>Amount Requested</th>
<th>Board Approved</th>
<th>Senate Approved</th>
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<tbody>
<tr>
<td>Personal Car</td>
<td>$21.00</td>
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<tr>
<td>Mileage is 140 miles + 2.15/mile = $21.00</td>
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<td>Hybrid Car</td>
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<td>Motor Pool</td>
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<tr>
<td>Lodging</td>
<td>$60.00</td>
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<tr>
<td>America's Best Value-Port Polson Inn. 3 nights @ $285.69 Total, $20/night allowed</td>
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<tr>
<td>Registration Fee</td>
<td>$125.00</td>
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<tr>
<td>AIRA Conf - Student rate $125.00</td>
<td>$125.00</td>
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<tr>
<td>Poster Fee + Volunteering to waive fee</td>
<td>$0.00</td>
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<td>Other</td>
<td>$36.00</td>
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<td>Poster Printing at Griz Print $36.00</td>
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<td>Meals at Fee rate: 3 days @ $95/day = $285.00</td>
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<tr>
<td>Sub Totals</td>
<td>$117.00</td>
<td>$117.00</td>
<td>$117.00</td>
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</table>

Other Sources of Funding: AIRA fee waiver

Total Amount Being Requested: $117.00 Total Cost of the Trip: $752.69

Group Member Signature: Renee Freeman Date: 9.24.2018

For ASUM Use:
Board on Budget and Finance:
Total Amount Approved: 117.00 Date: 10.17.18

ASUM Senate:
Total Amount Approved: Date: X
COVER LETTER

TRAVEL ALLOCATION REQUEST

SEPTEMBER 24, 2018

UNIVERSITY OF MONTANA PACIFIC ISLANDERS CLUB

Although our event has already occurred, we would like to submit our travel allocation request for fall 2018. Our request is for (6) UMPIC members who participated in the 5th Annual Festival of Nations Multicultural Festival held at Montana State University Northern in Havre, Montana. These funds will be used for reimbursement of a commercial vehicle rental which included the damage waiver fee and gas for the rental vehicle which we rented from Alamo Rent A Car, Missoula Airport. We were able to get our rooms and meals sponsored by a generous anonymous donor. The total cost for this trip was $490.67, however, we’re only requesting for reimbursement of the rental vehicle and gas. This was an awesome opportunity to exhibit the University of Montana Pacific Islanders Club in Havre, Montana and we look forward to presenting at many other institutions across the State of Montana and beyond.
## Travel Request Form

**Group Name:** University of Montana Pacific Islanders Club

**Person(s) Preparing the Request:** Ka'aumoana Ahina, Jr., Kamilla Tanaka, Jolya Tausa

**Contact Phone Number:** (406) 243-2636  
**E-mail:** uofnpic@mso.umt.edu

**ASUM Index Code:** MST515  
**Trip Destination:** Havre, Montana

**Trip Description:** To share the pacific island cultures through dance and chant

**Dates of Trip:** September 21-22, 2018  
**Number of People Attending:** 6

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<tbody>
<tr>
<td>Personal Car</td>
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<tr>
<td>Hybrid Car</td>
<td>$</td>
<td>$</td>
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<tr>
<td>Commercial</td>
<td>(1) 7-Passenger Van with damage waiver insurance</td>
<td>$115.89</td>
<td>$</td>
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<td>Motor Pool</td>
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<td>Lodging</td>
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<tr>
<td>Registration Fees</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Other</td>
<td>Gas: $27.78 + $36.00 + $36.00 = $99.78</td>
<td>$99.78</td>
<td>$</td>
</tr>
<tr>
<td>Sub Totals</td>
<td>$215.67</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

**Other Sources of Funding:** Concession food sales during athletic events, baked sales

**Total Amount Being Requested:** $215.67  
**Total Cost of the Trip:** $490.67

**Group Member Signature:** [Signature]  
**Date:** September 24, 2018

---

**For ASUM Use:**

**Board on Budget and Finance:**

Total Amount Approved: 216.00  
**Date:** 10-1-16  
**Signature:**

**ASUM Senate:**

Total Amount Approved:  
**Date:**  
**X:**
UM-NSSLHA  
September 15, 2018  
Request for Funding — Annual ASHA conference  
ASUM Student Travel Allocation Committee

Dear Committee,

We would like to thank the committee for the consideration of our application for these Student Travel funds. As young professional members of the National Student Speech Language Hearing Association (NSSLHA)—the national student association for the American Speech-Language-Hearing Association (ASHA)—We are eligible for a reduced fee when attending ASHA Conferences. We would like to request funding to attend the following upcoming ASHA Conference, which will give us an opportunity to gain knowledge on the projects and current research to which we are currently studying for. In addition, to the professional and educational experience we would be able to gain from this conference, we would also be able to represent our school on a national level, giving the University of Montana something to be proud of. Since we are undergraduate students, it is rather difficult to obtain funding for conference expenses through research grants or other sources. We are thankful, then, for the opportunity to apply for the ASUM Student Travel Allocations, which would enable us to make the trip to Boston, MA. Furthermore, we are travelling from Missoula, and as such the cost of travel is significant. This will be our first opportunity to attend the ASHA conference, which, according to colleagues at university all over the country, is a world class and prestigious conference. We are excited to begin a Speech Language Pathology career, and we feel that the opportunity to share the work we have done and meet with leaders in the field will be an excellent platform to establish ourselves and gain new insight into possible research interests, as well as our future careers. We are looking forward to attending the ASHA conference, and we kindly request that the committee looks favorably on our application.

Sincerely,
Zoa Phillips  
UM-NSSLHA President
# Travel Request Form

**Group Name:** _UM-National Student of Speech-Language and Hearing Association (UM-NSSLHA)_

**Person(s) Preparing the Request:** Zoa Phillips

**Contact Phone Number:** 406-260-1313  
**E-mail:** zoa.phillips@umontana.edu

**ASUM Index Code:** MST 090  
**Trip Destination:** Boston, Massachusetts.

**Trip Description:** The national convention ASHA/NSSLHA on evolutionary learning and practice.

**Dates of Trip:** November 15-17, 2018  
**Number of People Attending:** 2

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<th>Description</th>
<th>Amount Requested</th>
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<td>Personal Car</td>
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<td>Hybrid Car</td>
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<tr>
<td>Commercial</td>
<td>$700</td>
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<tr>
<td>Airfare: $350 per ticket two Executive Board Members. The remainder will be paid out of pocket.</td>
<td>$700</td>
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<tr>
<td>Motor Pool</td>
<td>$</td>
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<tr>
<td>Lodging ASHA group price for conference hotel in Boston, MA $249/night for 4 nights.</td>
<td>$996</td>
<td>$</td>
<td>$</td>
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<tr>
<td>Registration Fees ASHA registration for NSSLHA Students is $225/person. Request registration for 2 NSSLHA members ($450 total.</td>
<td>$450</td>
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<tr>
<td>Other</td>
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<tr>
<td>Sub Totals</td>
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**Other Sources of Funding:**

**Total Amount Being Requested:** $2,146  
**Total Cost of the Trip:** $2,146

**Group Member Signature:**  
**Date:**

**For ASUM Use:**

**Board on Budget and Finance:**

**Total Amount Approved:** 2,146  
**Date:** 10-7-18

**X:**

**ASUM Senate:**

**Total Amount Approved:**  
**Date:**

**X:**
Hanna Deacon  
UM FLAT  
633 South 5th St. East  
Missoula, MT  
59801  

September 26, 2018  

Associated Students of the University of Montana  

Dear members of the Board of the Budget and Finance and ASUM Senators,  

I am writing on behalf of the UM Forum for Living with Appropriate Technology. The UM FLAT intentional living-learning community dedicated to everyday sustainability. Student residents gain experience in shared leadership, learn practical skills, and build a supportive, dynamic community. The FLAT also provides a welcoming gathering space and actively engages University of Montana and Missoula through demonstration and educational programs. UM FLAT hosted 56 events last year and 1370 visitors. We also host UM Student interns who work on a variety of projects related to urban sustainability. The 6 students that live at the FLAT are responsible for overseeing the activity that happens in our space.  

At the beginning of every semester we host a retreat for all six residents of the FLAT. During this time we evaluate the goals of the FLAT and adjust them to meet the visions of all new and returning residents. During our retreats, we go to places free from the distractions of technology, where we lead team-building and leadership skills, examine the FLAT's mission and discuss our goals for the upcoming academic semester. This retreat also offers a space for all the residents to get to know each other better. We feel it is appropriate to situate new residents within the larger geographic context of Montana. Last year we traveled to Anna Creek Cabin and this year we are going to Granite Butte Lookout in the Helena - Lewis & Clark National Forest.  

We are requesting ASUM travel allocation for our Spring Retreat. As a household, residents pay for camping equipment and food with our own personal money. We are requesting $147.68 to cover the costs of 190 miles at .62 cents/mile and 2 rental days for a UM SUV through motor pool. We are also requesting $100.00 for lodging at the Granite Butte Lookout.  

Thank you for your consideration.  

Sincerely,  
Hanna Deacon  
UM FLAT President  
907-223-9373  
hanna.deacon@umontana.edu
# Travel Request Form

**Group Name:** WM FLAT  
**Person(s) Preparing the Request:** Hanna Deacon  
**Contact Phone Number:** 907-223-9173  
**E-mail:** hanna.deacon@umontana.edu  
**ASUM Index Code:** MST 639  
**Trip Destination:** Granite Butte Lookout  
**Trip Description:** Winter retreat for WM FLAT residents  
**Dates of Trip:** 1/11/19 - 1/13/19  
**Number of People Attending:** 6

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<th>Description</th>
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<td>Hybrid Car</td>
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<tr>
<td>Commercial</td>
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</tr>
<tr>
<td>Motor Pool: Large SUV with AWD 190 miles at $6.2/mile and 2 days rental charge Granite Butte Lookout 2 night rental</td>
<td>$147.68</td>
<td>$148</td>
<td>$</td>
</tr>
<tr>
<td>Lodging</td>
<td>$100.00</td>
<td>$100</td>
<td>$</td>
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<tr>
<td>Registration Fees</td>
<td>$</td>
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<tr>
<td>Other</td>
<td>$</td>
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</tbody>
</table>

| Sub Totals                                                                 | $247.68          | $247.68        | $               |

**Other Sources of Funding:**

**Total Amount Being Requested:** $247.68  
**Total Cost of the Trip:** $247.68

**Group Member Signature:**  
**Date:** 9/27/18

---

**For ASUM Use:**

**Board on Budget and Finance:**  
**Total Amount Approved:** $247.68  
**Date:** 10-7-18  
**x:** [Signature]

**ASUM Senate:**  
**Total Amount Approved:**  
**Date:**  
**x:**
Chi Alpha Christian Fellowship is a Christian student group on campus with the purpose of providing students at the University of Montana with the opportunity for community, worship, and mission. On the weekend of October 12-14 of 2018, Chi Alpha will be taking a group of approximately 25 students to Go Deep Fall Retreat with the purpose of offering those opportunities mentioned above. The retreat will be held at Glacier Bible Camp, which is near Glacier National Park, and will be attended by Chi Alpha participants from several campuses across Montana. Friday night, there will be a session in which students will come together to worship and hear a message from a speaker. Saturday, there will be two sessions, morning and evening, with opportunities to hike near Glacier National Park and participate in a series of games, such as Ultimate Frisbee, some board games, and an eating competition. Sunday morning, we clean the facility and then return to Missoula.

Students will spend the weekend bonding with each other as a community and building life-long friendships. They will have the opportunity to connect with students across Montana with different backgrounds and gain a better understanding of the world outside Missoula.

Chi Alpha and UM students have worked in a variety of ways to reduce the cost of this trip, such as carpooling personal vehicles for all travel and having students eat dinner before arriving on Friday night. However, the cost of the trip is still $65 per student. We have fundraised at local churches and elsewhere to receive enough to provide scholarships for a few students who cannot otherwise afford to attend. Beyond that, the entire trip is funded out of pocket by students. This amount covers gas, food, lodging, and registration fees. Historically, the UM Chi Alpha has been able to bring approximately 20 students. This year, we hope to bring 25.

Thank you for your time and consideration. We look forward to hearing back from you.

Sincerely,

Alec Managhan
President

Bob Walzer
Treasurer
**Travel Request Form**

**Group Name:** Chi Alpha (XA) Christian Fellowship  
**Person(s) Preparing the Request:** Alec Managhan, Bob Walzer  
**Contact Phone Number:** 406-273-8439  
**E-mail:** alec.managhan@umontana.edu  
**ASUM Index Code:** MST068  
**Trip Destination:** Glacier Bible Camp - Hungry Horse, MT  
**Dates of Trip:** October 12th-14th, 2018  
**Number of People Attending:** 25

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<td>Hybrid Car</td>
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<td>Commercial</td>
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<tr>
<td>Motor Pool</td>
<td>$</td>
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<td>$</td>
</tr>
<tr>
<td>Lodging</td>
<td>$1,000.00</td>
<td>$400</td>
<td>$</td>
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<tr>
<td>Registration Fees</td>
<td>$</td>
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<tr>
<td>Other</td>
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</table>

**Sub Totals**  
$1,243.00  
$843.00

**Other Sources of Funding:** students’ out of pocket funds

**Total Amount Being Requested:** $1,243.00  
**Total Cost of the Trip:** $1,800.00

**Group Member Signature:** Alec Managhan  
**Date:** 9/28/18

**For ASUM Use:**  
**Total Amount Approved:** $843.00  
**Date:** 9/28/18  
**X:** Alejandro Sanchez
Benjamin Kuiper  
ASUM Business Manager  
University of Montana  
32 Campus Drive  
Missoula, MT 59812

Dear ASUM Business Manager Benjamin Kuiper:

The National Lawyers Guild Chapter of the University of Montana (NLG-UM) requests consideration for a fall travel funding allocation to travel to the National Lawyers Guild’s Law for the People Convention in Portland, Oregon on October 31 to November 4, 2018.

The NLG-UM has sent representatives to the Convention for the past five years. The Convention is one of the largest social justice and movement lawyering conferences in the nation and draws national and international keynote and panelist speakers that address a wide range of social justice, immigration, mass incarceration, and environmental issues and propose solutions. In addition to being an engaging learning experience, the Convention also provides networking opportunities for future employment, particularly since this year it is hosted in our region. The Convention this year includes more than eighteen workshops, six major panels, and several networking events (see brochure). Approximately fifteen students expressed interest in attending the Convention and five have already registered.

NLG-UM encourages several cost saving strategies. We require students to carpool to the conference to qualify for gas cost reimbursement. Also, to save on room and board while at the Convention, the NLG-UM plans to find a small rental home where we plan to bring camping pads to save on lodging. We plan to find a home near the Convention, as this will allow us to save money on transportation costs. Further, we make requests of Airbnb hosts to provide a discounted rate. The Convention also only charges $50 for NLG law student members and remains one of the most economical conferences for NLG-UM students to attend.

The NLG Law for the People Convention continues to inspire students each year to pursue social justice movement lawyering and to initiate conversations with local attorneys and organizations about what they learned in terms of innovative issues and strategies attorneys and organizations around the nation are using to effect change. Faculty at the Law School also recognize the value of the Convention by excusing absences for students attending.

The NLG-UM is excited to travel to the Convention again this year and requests travel funding from the ASUM, so that the NLG-UM can continue to make this valuable conference affordable for students. Thank you for considering this request.

Sincerely,

Lowell J. Chandler  
Core Collective Member | National Lawyers Guild UM Student Chapter  
Lowell.Chandler@umontana.edu | 406-546-2578
Travel Request Form

Group Name: National Lawyers Guild – University of Montana Chapter
Person(s) Preparing the Request: Lowell Chandler
Contact Phone Number: 406-546-2578 E-mail: lowell.chandler@umontana.edu
ASUM Index Code: MST 562 Trip Destination: Portland, Oregon
Trip Description: NLG Law for the People National Convention
Dates of Trip: 11/1/18 – 11/4/19 Number of People Attending: 10

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<td>Commercial</td>
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<tr>
<td>Motor Pool</td>
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<tr>
<td>Possibly will do a motor pool of smaller UM cars.</td>
<td>$</td>
<td>$</td>
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<tr>
<td>Lodging</td>
<td>Airbnb near Convention location</td>
<td>$669</td>
<td>$</td>
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<tr>
<td>Registration Fees</td>
<td>$500</td>
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<td>$500</td>
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<td>Other</td>
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<tr>
<td>Sub Totals</td>
<td>$1,664</td>
<td>$995</td>
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Other Sources of Funding: $100 donation from anonymous funder; $100 from Sunday Sweepers event (pending)

Total Amount Being Requested: $1,454
Total Cost of the Trip: $3,054 (food $40/pers./day)

Group Member Signature: Lowell Chandler Date: 9/28/18

For ASUM Use:

Board on Budget and Finance:
Total Amount Approved: $995,000 Date: 9/28/18
X: [Signature]

ASUM Senate:
Total Amount Approved: Date:
X:
To whom it may concern:

Simple Truth is an ASUM recognized club at the University of Montana and is also affiliated with a worldwide organization called the International Churches of Christ (ICOC). As part of the ICOC, Simple Truth students have been invited to attend a North West retreat in Spokane, Washington from November 9th through November 11th. One of the main purposes of this trip is to assist students in individual growth of their relationship with God. This is done through workshops and activities conducted by church staff and student leaders.

The workshops and lessons focus on individual bible study skills, strengthening reliance on God, and building fellowship with other Christians. They also help students find balance between classes, church, work, and other social activities. Another main goal is to strengthen bonds between club members in a setting outside of Missoula. We spend the weekend in cabins by a lake, to reduce distractions (social media, work etc.) we experience on a daily basis, allowing time for deeper and meaningful conversations. Along with spending time with Simple Truth members, students have the opportunity to meet students from other campus ministries within the North West (Washington, Idaho, and Oregon). This allows members to share ideas with others campus students and learn about their personal relationships with God.

We believe that individual growth will be rewarding to the group as a whole and contribute to the success of our club on campus. This will be our 5th time traveling as a group to this retreat. Members have expressed feeling closer to God and to one another after spending the weekend in Spokane. As we strive to know God, this retreat is another forum to build faith and unity with others. We are excited to see new members, and returning, build up their relationship with God and one another. We will be doing a fundraiser with Five on Black towards the end of October to help with costs. Typically, a majority of our members are able to pay for the retreat out of their own pockets, but there are some who require some financial assistance. Our desire is for all Simple Truth students to be able to attend the retreat in Spokane and not feel like they cannot because of financial restraints.

We thank you for taking the time to consider Simple Truth for travel expenses. We look forward to hearing from you.

Sincerely,

[Signature]

Sebastian Livio
Travel Request Form

Group Name: Simple Truth
Person(s) Preparing the Request: Sebastian Livio
Contact Phone Number: 562-472-3112 E-mail: sebastian.liviocontreras@umontana.edu
ASUM Index Code: MST516 Trip Destination: Spokane, WA
Trip Description: Church Conference
Dates of Trip: 10/09/18 – 10/11/18 Number of People Attending: 12

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<td>Lodging</td>
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<tr>
<td>Registration Fees</td>
<td>$234</td>
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<td>$78 per person x 3 people</td>
<td>$234</td>
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<td>Other</td>
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<tr>
<td>Sub Totals</td>
<td>$352.2</td>
<td>$353</td>
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Other Sources of Funding: Five on Black Fundraiser

Total Amount Being Requested: $352.2 Total Cost of the Trip: $1,172.4

Group Member Signature: [Signature] Date: 09/28/18

For ASUM Use:
Board on Budget and Finance:
Total Amount Approved: 353.00 Date: 10-7-18
Signed by:
ASUM Senate:
Total Amount Approved: Date:
Signed by: X:
September 16, 2015

ASUM Business Manager
Asum.businessmgr@mso.umt.edu

Dear ASUM Senators:

My name is Kaleb and I am a Student Leader for InterVarsity Christian Fellowship. I am requesting money from your Travel Allocation fund to help our chapter travel to St. Louis, Mo to attend Urbana Student Missions Conference December 27th – 31st.

Urbana is the largest student missions conference in the world. There will be over 16,000 students from across the states as well as the world converging on St. Louis, Mo to learn more about what God’s heart is for the world. There will be over 250 missions organizations from across the country that students can investigate and consider as they decide how to invest their life after college.

Urbana Missions Conference has been around since the late 40's and is an integral part of our Intervarsity culture. The Conference happens every 3 years because of its size and scope. World renowned speakers will be speaking, as well as many organizations that exist to end world hunger, poverty and sex trafficking.

The trip to Urbana has been life-changing for so many students in the past. It is a time for students to explore what they will dedicate their life too after college. Many students become missionaries, give their life to ending sex slavery and world hunger because of this conference. It has the potential to alter student’s life trajectory’s; instead of living just for themselves and personal gain, it exposes them to world needs and motivates them to do something about it through God’s help.

We are planning on having 25 people from our chapter traveling to St. Louis, Mo December 27th – 31st. The registration cost for each student is $389. The flight quote (estimation) is $661 (TraveLocity) per student round-trip. The cost per hotel room is less than $25 a night because a student was able to get us a great rate because she works with Hilton. Food per day is estimated to be around $15-$20 a day. So the total anticipated cost per student is around $1100. We understand this is expensive, but we believe it is safer to fly in the middle of winter than drive. Also, the conference happens every 3 years and our Intervarsity staff are fundraising as well for our students. We will ask alumni from our chapter, pay out of pocket, write support letters to friends and family, along with Rent a Student jobs in the community.

We are asking roughly for 25% of our travel and registration fees to be covered. That is $4100 total for flights and $2400 total for registration costs for students.

Thank you for your support and thank you for considering this request. Let me know if you have any questions and thanks in advance for any support you may give us.

Sincerely,

Kaleb Perdew
Intervarsity Christian Fellowship Leader
406-5919419
Kaleb.perdew@umontana.edu
Travel Request Form

Group Name: Intersurffy Christian Fellowship

Person(s) Preparing the Request: Garett Musso

Contact Phone Number: 307-202-3172   E-mail: garettmusso@montana.edu

ASUM Index Code: WST 078   Trip Destination: St. Louis, Missouri

Trip Description: Urban Mission Conference: Learning how to serve our world for God.

Dates of Trip: Dec. 27 - Dec. 31, 2018   Number of People Attending: 5

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<td>Motor Pool</td>
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<tr>
<td>Lodging</td>
<td>$150.00 per person</td>
<td>$150.00</td>
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<tr>
<td>Registration Fees</td>
<td>$500.00 per person</td>
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<tr>
<td>Other</td>
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<td>Sub Totals</td>
<td>$1150.00</td>
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</table>

Other Sources of Funding: Rent-a-student fees, Alumni Scholarships, Out-of-Pocket

Total Amount Being Requested: $1150.00  Total Cost of the Trip: $5750.00

Group Member Signature:    Date: 9/21/2018

For ASUM Use:

Board on Budget and Finance:

Total Amount Approved: $500.00  Date: 10-7-18
X: ____________________________

ASUM Senate:

Total Amount Approved:  ____________________________ Date:  ____________
X: ____________________________
September 28, 2018

ASUM Business Manager
Asum.businessmgr@mso.umt.edu

Dear ASUM Senators:

My name is Garrett and I am a Student Leader for InterVarsity Christian Fellowship. I am requesting money from your Travel Allocation fund to help our chapter travel to Bozeman, Montana to attend our Fall Conference/Retreat with other Intervarsity chapters across the state.

Fall Conference is a place where our students get to grow deeper spiritually, in friendships and relax for a weekend in a beautiful camp right outside of Bozeman. There will be a weekend speaker who will both challenge and invite students to grow in their own faith with God. This trip is also strategic for the forming of our community. Over the weekend many students connect on a deeper level and develop deeper friendships. Many students in the past have said that this is where they really began to make long lasting relationships with our community.

This trip is an annual trip that Intervarsity has been doing for decades. It is close to our heart as we get to meet up with other students from other Intervarsity chapters across the state from MSU, MSU – Billings and Rocky Mountain College.

The trip to Bozeman benefits our chapter by allowing people to experience our community in a new way and make lasting, meaningful friendships. It also benefits chapter members by allowing people to continue exploring Christianity and God.

We are planning on 27 people from our chapter traveling with us to Bozeman. The cost for each student is $150, which covers registration, food and housing.

The money we are requesting from ASUM will help cover the cost of gas and registration fees for the Conference as we travel to Bozeman. We figure with 27 students we will need 6 cars and will travel 420 miles round trip. At $.15 per mile, we are requesting a total of $443.94 to cover gas and $810 to cover 20% the registration fees for students. It would greatly benefit the chapter members who attend if they didn’t have to pay any additional fees for gas as well as a portion of the registration fee.

Thank you for your support and thank you for considering this request. Let me know if you have any questions and thanks in advance for any support you may give us.

Sincerely,

[Signature]

Garrett Musso
InterVarsity Christian Fellowship Leader
307-202-3132
garrett.musso@umontana.edu
The Associated Students of The University of Montana

---

**Travel Request Form**

Group Name: INTERVARSITY CHRISTIAN FELLOWSHIP

Person(s) Preparing the Request: FLYNN HARTLEY

Contact Phone Number: 406-260-8983 E-mail: flynn.hartley@intervarsity.org

ASUM Index Code: 076 Trip Destination: Bozeman, MT

Trip Description: Montana Fall Conference

Dates of Trip: 09/28 - 09/30 Number of People Attending: 27

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Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount Requested</th>
<th>Board Approved</th>
<th>Senate Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Car</td>
<td>7 personal vehicles are being driven. 422.8 miles round trip to event for 7 vehicles = 2959.6 miles</td>
<td>$443.94</td>
<td>$445</td>
</tr>
<tr>
<td>Hybrid Car</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Commercial</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Motor Pool</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Lodging</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Registration Fees</td>
<td>$150/student x 27 = $4050 total Requesting 20% reimbursement per student = $810</td>
<td>$810</td>
<td>$810</td>
</tr>
<tr>
<td>Other</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Sub Totals</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Other Sources of Funding: Group fundraising, personal funds, alumni donors, churches, rent-a-student jobs, InterVarsity staff contributions,

Total Amount Being Requested: $1253.94 Total Cost of the Trip: $4493.94

Group Member Signature: [Signature] Date: 09/26/18

---

For ASUM Use:

Board on Budget and Finance:

Total Amount Approved: $1253.94 Date: 10/7/18 [Signature]

ASUM Senate:

Total Amount Approved: Date: 

[Signature]
To: Board on Budget & Finance & ASUM Senate
From: YoungLife ASUM Group, Jake Moberg
RE: Travel Allocation for Fall Camping Trip

ASUM Group, YoungLife, would like to request funding for our Fall Camping Trip. This is an amazing opportunity to get 25+ students out into the Montana Backcountry to connect deeper in relationships, create life-long memories, teach students new skills, and also have a component for spiritual reflection, contemplation, and reflection. We are going to do as much as we can to borrow and collect gear to make rental needs as minimal as possible. This trip is designed for students with no camping experience. We will also be car-pooling minimizing cars as much as possible. With a lot of freshman attending, we anticipate this trip will really help members to connect deeply and form a life long memory.

Thank You,

Matthew McCarl

Matthew McCarl
Travel Request Form

Group Name: **ASUM YOUNGLIFE**  
Person(s) Preparing the Request: **Paul Edlund**  
Contact Phone Number: **507-261-6179**  
E-mail: **edlund.pa@gmail.com**  
ASUM Index Code: **MST529**  
Trip Description: **Annual YL Camping Trip**  
Trip Destination: **Rainy Lake, MT**  
Dates of Trip: **9.21 - 9.23**  
Number of People Attending: **45**

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount Requested</th>
<th>Board Approved</th>
<th>Senate Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Car</td>
<td>6 personal cars</td>
<td>$70</td>
<td>$70</td>
</tr>
<tr>
<td>Hybrid Car</td>
<td></td>
<td>$</td>
<td>$</td>
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<tr>
<td>Commercial</td>
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<td>$</td>
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</tr>
<tr>
<td>Motor Pool</td>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Lodging</td>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Registration Fees</td>
<td><strong>40</strong> per person</td>
<td>$1,800**</td>
<td>$1,350</td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Sub Totals</strong></td>
<td></td>
<td><strong>$1,870</strong></td>
<td><strong>$1,420</strong></td>
</tr>
</tbody>
</table>

Other Sources of Funding:  
**Student participants will contribute personal funding.**

Total Amount Being Requested: **$1,870**  
Total Cost of the Trip: **$1,870**

Group Member Signature: **Paul Edlund**  
Date: **9.4.18**

For ASUM Use:

Board on Budget and Finance:  
Total Amount Approved: **$1420.00**  
Date: **9.4.18**  
X: **[Signature]**

ASUM Senate:  
Total Amount Approved:  
Date:  
X: **[Signature]**
To: Board on Budget & Finance & ASUM Senate
From: YoungLife ASUM Group, Matthew McCarl
RE: Travel Allocation for Fall Leadership Conference

ASUM Group, YoungLife, would like to request funding for our Fall Leadership Conference Overnight at Bozeman, MT. This is an amazing opportunity to get 10-15 students at a conference focused on equipping them to be better leaders in their community. Each individual student will be paying for their conference fee and travel. We will also be car-pooling minimizing cars as much as possible. Any assistance to help offset the conference fee, lodging, and travel would be appreciated.

Thank You,

Matthew McCarl

Matthew McCarl
**Travel Request Form**

**Group Name:** ASUM YOUNGLIFE  
**Person(s) Preparing the Request:** Paul Edlund  
**Contact Phone Number:** 507-261-6179  
**E-mail:** cdlund.pas@gmail.com  
**ASUM Index Code:** MST529  
**Trip Destination:** Bozeman, MT  
**Trip Description:** Regional YOUNGLIFE Leadership Conference  
**Dates of Trip:** 9.7-9.9  
**Number of People Attending:** 11

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

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<tr>
<th>Description</th>
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<th>Board Approved</th>
<th>Senate Approved</th>
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<tbody>
<tr>
<td><strong>Personal Car</strong></td>
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<tr>
<td>3 Personal Vehicles (3 x 408 x 0.15) = 183.60&quot;</td>
<td>180&quot;</td>
<td>180&quot;</td>
<td></td>
</tr>
<tr>
<td><strong>Hybrid Car</strong></td>
<td>$</td>
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<tr>
<td><strong>Commercial</strong></td>
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<tr>
<td><strong>Motor Pool</strong></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Lodging</strong></td>
<td>$692”</td>
<td>$400”</td>
<td>$</td>
</tr>
<tr>
<td><strong>Registration Fees</strong></td>
<td>$550”</td>
<td>$550”</td>
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<td><strong>Other</strong></td>
<td>$</td>
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<tr>
<td><strong>Sub Totals</strong></td>
<td>$132”</td>
<td>$132”</td>
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</tr>
</tbody>
</table>

**Other Sources of Funding:** Student participants are receiving ½ of registration fees from fundraising sources.

**Total Amount Being Requested:** $1422”  
**Total Cost of the Trip:** $1972”  
**Group Member Signature:** Paul Edlund  
**Date:** 9.4.18

---

**For ASUM Use:**

**Board on Budget and Finance:**

Total Amount Approved: 1120”  
Date: 10-7-16  
X: [Signature]

**ASUM Senate:**

Total Amount Approved:  
Date:  
X: [Signature]
To the Budgeting and Finance Committee

The entertainment industry is highly lucrative yet difficult to get into without knowing the right people or having the right experience. The University of Montana Entertainment Management (UMEM) group focuses on giving students knowledge and networks within the entertainment industry to help them out of school. Part of this is sending students to conferences around the country to gain knowledge and experience from professionals in every aspect of the business. The International Entertainment Buyers Association is “the leading not-for-profit trade organization for live entertainment industry professionals who buy, book, and sell talent”. They serve as a resource to the entertainment industries professionals in making more informed decisions about talent and the buying process. The annual conference put on in Nashville, TN, will provide the attending students the opportunity of a lifetime to make networking connections, gain industry knowledge not afforded in classrooms and get involved with the association to help start their careers.

Thank You for Your Consideration,

Samantha Moran
UMEM President
Travel Request Form

Group Name: University of Montana Entertainment Management (UMEM)
Person(s) Preparing the Request: Samantha Moran
Contact Phone Number: (307) 389-0539 E-mail: Samantha.moran@umc.montana.edu
ASUM Index Code: MST575 Trip Destination: Nashville, TN (IEBA)
Trip Description: IEBA Conference.
Dates of Trip: Sept 29, 2018 - Oct 3, 2018 Number of People Attending: 1

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount Requested</th>
<th>Board Approved</th>
<th>Senate Approved</th>
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<tbody>
<tr>
<td>Personal Car</td>
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<td>Hybrid Car</td>
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<tr>
<td>Commercial</td>
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<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Commercial Plane Ticket $468.00 Roundtrip per/person</td>
<td>$408</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Motor Pool</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Lodging</td>
<td>$80</td>
<td>$40</td>
<td>$</td>
</tr>
<tr>
<td>Registration Fees</td>
<td>$</td>
<td>$</td>
<td>$</td>
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<tr>
<td>Other</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Sub Totals</td>
<td>$488</td>
<td>$40</td>
<td>$</td>
</tr>
</tbody>
</table>

Other Sources of Funding: UMEM Student Group Account: Personal Funds.

Total Amount Being Requested: $488 Total Cost of the Trip: $720

Group Member Signature: [Signature] Date: 9-16-18

For ASUM Use:
Board on Budget and Finance:
Total Amount Approved: $80.00 Date: 10-7-18 [Signature]

ASUM Senate:
Total Amount Approved: Date: [Signature]
To whomever this may concern,

I am writing to request the funding of three student leaders within the UM Women's Resource Center ASUM student group in regards to our attendance of the National Women's Studies Association's Annual Conference in Atlanta, Georgia. This conference will be held from November 8th, 2018 to November 11th, 2018. This conference will be divided into two segments. First, we will be attending the NWSA's Women's Center Pre-Conference on November 8th. Lastly, we will be attending the NWSA's General National Conference from November 9th through the 11th. The Women's, Gender and Sexuality Studies Program and Student Directors selected the three students traveling and requesting funding and support from ASUM. This conference offers networking and professional development opportunities for women's and gender studies students while providing women's center administrators with the organization, tools and knowledge to serve as a student resource for those with marginalized identities.

We strongly believe that our attendance and participation will immensely benefit the interns of the Women's Resource Center, the members of the student group, the University, and the Missoula community at large. At the UM Women's Resource Center, we share a common goal of completing the same amount of, and quality of work as Women's Centers that are staff run- simply because this is what the students of the University of Montana deserve. We will be three of 150 professionals participating in networking, brainstorming, and the exchange of ideas at a conference entirely focused on the success of Women's Centers. The pre-conference provides an opportunity for professional development where we will be able to explore the successes and challenges of fellow administrators work that we can then collaborate within our intersectional programming. Over 2,000 feminist scholars will attend the NWSA General Conference, educating us of the areas in need of attention when creating an inclusive campus community for student success. The knowledge attained will reduce the amount of time we spend experimenting, and increase the amount of time we are able to directly assist students, whether they be staff or not.

We have taken many steps towards minimizing our total cost of travel by implementing many hours towards researching specific times to purchase necessary expenses at reduced rates. The three of us will be sharing an airbnb and will travel together to and from the airport.
Together, we are creating a “GoFundMe” account where we will be reaching out to the UM Women’s Resource Center’s alumni, our families and the Missoula community. We will also be meeting with the Women’s, Gender and Sexuality Studies Department as they have graciously agreed to financially sponsor a portion of our trip. Thank you for your time and consideration. I would be delighted to answer any other questions you may have in regards of our travels.

We are looking forward to representing the UM Women's Resource Center as well as ASUM at the National Women's Studies Association Conference of 2018.

Jennifer Stoneking
Student Intern
UM Women's Resource Center
(406) 438-3819
jennifer.stoneking@umontana.edu
# Travel Request Form

**Group Name:** UM Women’s Resource Center  
**Person(s) Preparing the Request:** Jennifer Stoneking  
**Contact Phone Number:** (406) 438-3819  
**E-mail:** jennifer.stoneking@umontana.edu  
**ASUM Index Code:** MST035  
**Trip Destination:** Atlanta, GA  
**Trip Description:** National Women’s Studies Association - Women’s Centers Conference  
**Dates of Trip:** Nov 7th - 12th 2018  
**Number of People Attending:** 3  

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount Requested</th>
<th>Board Approved</th>
<th>Senate Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Car</td>
<td>N/A</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Hybrid Car</td>
<td>N/A</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Commercial</td>
<td>3 flights, round trip from Missoula, MT to Atlanta = $1,302</td>
<td>$1,302</td>
<td>$ -</td>
</tr>
<tr>
<td>Motor Pool</td>
<td>N/A</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Lodging</td>
<td>Airbnb apartment for 3 students for 5 nights = $1,082</td>
<td>$1,082</td>
<td>$300</td>
</tr>
<tr>
<td>Registration Fees</td>
<td>NWSA Conference Fee for 3 students: $610</td>
<td>$510</td>
<td>$600</td>
</tr>
<tr>
<td>Other</td>
<td>Taxi ride to and from airport for 3 students - $35.00 each way</td>
<td>$70.00</td>
<td>$70</td>
</tr>
<tr>
<td>Sub Totals</td>
<td></td>
<td>$2,114</td>
<td>$1,680</td>
</tr>
</tbody>
</table>

**Other Sources of Funding:** Women’s Gender and Sexuality Studies Department  
**Our Sponsoring Department of Academia**

**Total Amount Being Requested:** $2,114  
**Total Cost of the Trip:** $1,680  
**Group Member Signature:**  
**Date:** 9/10/2018

**For ASUM Use:**

**Board of Budget and Finance:**  
**Total Amount Approved:** $1,630.00  
**Date:** 10-7-19  
**X:**

**ASUM Senate:**  
**Total Amount Approved:**  
**Date:**  
**X:**