

**STUDENT ACTIVITIES FUNDING COMMISSION
 SPRING 2019
 CALENDAR AND DEADLINES
 401 Willard Straight Hall
tle2@cornell.edu ~ (607) 255-9610**

Thursday, January 17th	Budget Application Available	8:00 AM <i>On-Line</i>
Tuesday thru Thursday January 29 th ~ 31 st	Electronic Budget Help Sessions	5:00 ~ 6:00 PM <i>GSH G64 (Tuesday, Thursday) GSH G76 (Wednesday)</i>
Tuesday and Wednesday February 5 th ~ 6 th	SAFC Office Hours	10:00 am to 4:00 pm <i>WSH 413 (Art Gallery)</i>
Friday, February 8th	Budget Application Due	4:00 PM On-line
Friday, February 15th	Preliminary applications released	On-line
Wednesday, February 20th	Deadline sign up for Budget hearings	12:00 PM <i>401 WSH</i>
Wednesday, February 20 th	Budget Hearings	5:00 ~ 7:00 PM <i>WSH Loft 1 and 2</i>
Wednesday, February 27th	All Allocations released	On-line
Monday, March 5th	Reimbursement Help Session	5:00 ~ 6:00 PM <i>Upton 225</i>
Tuesday, March 6th	Reimbursement Help Session	5:00 ~ 6:00 PM <i>Upton 225</i>
Friday, April 12th	Special Requests Due **	4:00 PM 401 WSH
Monday, May 13th	Reimbursements Due	4:00 PM 401 WSH

*** Special Projects, Category Transfers, Special Cancellations, Direct Authorization Form for all Durable Goods requests and Publications*

IMPORTANT NOTE FOR PRESIDENTS AND TREASURERS:

ALL financial reimbursements/payment forms **must** be submitted *within* 30 days of expenditure. Payments can take 3-4 weeks to process, incomplete information will result in delays.