



# ECU Revenue Budget Request Form

*Form is to be completed when budget needs to be created during the current fiscal year for spending purposes.  
Completed form should be e-mailed to Lisa Edwards in the University Budget Office.*

Date

Contact Information (Name / Phone)

Department

FOAP

Orgn Description

Purpose of funds/revenue

Fiscal Year when funds/revenue first started to be collected

Will funds be collected throughout the Fiscal Year?      Yes                      No

If no, please explain

Estimated Revenue to be Collected and Spending Plan