



## Arts Undergraduate Improvement Fund Application 2017

The Arts Undergraduate Improvement Fund Committee (AUIFC) is an annual funding session that allocates roughly \$200,000 (exact amount to be determined after the Winter semester fee opt-out period) towards capital improvements and their one-time installation costs for groups affiliated with the Faculty of Arts. This year, the Committee will meet on February 13<sup>d</sup>, 2017. The deadline for applications is **January 31<sup>st</sup>, 2017, at 2pm. Completed applications must be submitted in .docx format to [finance.aus@mail.mcgill.ca](mailto:finance.aus@mail.mcgill.ca).** Late or incomplete applications will not be accepted.

Questions can be directed to Deepak Punjabi, VP Finance at [finance.aus@mail.mcgill.ca](mailto:finance.aus@mail.mcgill.ca), or in-person during office hours, Tuesdays and Thursdays 12-3 pm in Leacock B-12. Tel: 514-398-1993.

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**ELIGIBILITY: Only capital goods (and their one-time shipping and installation costs) are eligible for funding.**

### GENERAL INFORMATION

Department/Unit:

Name:

Title:

Email:

Cost of all items contained in the application:

### ITEM-SPECIFIC INFORMATION (prepare one for each item)

Item or renovation:

Cost of item\* or renovation\*\*:

Other associated costs (including delivery and installation):

Purpose of this item or renovation:

Storage/maintenance/security plans for this item: To be kept in the office.

Link to item on online catalogue (if available):

*\*For all capital goods, please provide TWO price quotations*

*\*\*For all renovations, please attach a price quote from Facilities Management*

*\*\*\*Do not forget to include tax and delivery amounts in your calculations, the amount totals you're applying for would include purchase of the product up to delivery to your office!*