

Q1.

## **ABOUT ASUM State Term Interest Pool (STIP) Requests**

The STIP fund is an ASUM account reserved for capital improvements with a long-term value. This money can be used to purchase equipment that will be used by the group for a number of years.

STIP funds can be requested at any point during the year by filling out a request form and submitting it to the ASUM Business Manager. In order to fill out the request form, your group will need to obtain three price quotes of the item you wish to purchase from different vendors, or price quotes of similar items.

STIP Allocations are not deposited into group accounts. Rather, STIP expenses are paid from the ASUM Administration STIP account. Please see the ASUM Office Manager for assistance once you've received your allocation.

Q2.

### **Things to keep in mind:**

1. Your group must be recognized by ASUM.
2. Requests must have a total value of at least \$150.
3. The item(s) purchased must remain with the group for at least 2 years, preferably longer.
4. Name and contact info of person storing equipment is required for the life of the item.
5. All groups are eligible for STIP purchases, including unions.

### **Examples of STIP Purchases:**

- Computer
- Chainsaw
- Equipment Trailer
- GPS System
- Large Sports Equipment
- Sewing Machine

Q17. To submit a STIP Request, please complete the following form. This form doesn't need to be completed all at once; if you use the same browser and device your form will automatically save and reopen where you left off. When you submit your STIP Request, you will have the option to review your responses and download a PDF version. Please do so!

The ASUM Business Manager will reach out regarding any questions prior to your request being reviewed by the Board on Budget and Finance.

For any questions regarding STIP, please email ASUM Business Manager, Ethan Hanley, at [asum.businessmgr@mso.umt.edu](mailto:asum.businessmgr@mso.umt.edu)

Q3. Group Name:

ASUM Administration

Q4. Person Preparing Request:

Taylor Gregory

Q5. Contact Number:

406-207-7798

Q6. Email:

asum.president@mso.umt.edu

Q7. ASUM Index (MST Number):

MST 000

Q8. **Item(s) being Requested:**

Funding for the Lobbyist's housing in Helena, Montana.

Q9.

Please attach a cover letter explaining how the item(s) will be used, how it will benefit your group and/or the University, where your group plans to store the item, and any other details that may help ASUM when considering your request. Any printouts with information on the item may also be submitted with the request.

[Cover Letter\\_Lobbyist Housing.docx](#)

7.3KB

application/vnd.openxmlformats-officedocument.wordprocessingml.document

Q10.

**Quote One:**

Include the Item Description, Vendor, and Price.

**Note:** The "Item Description" should be thorough (Ex. 4 foot long, covered storage trailer, may be towed by a car or truck). The "Vendor" is the location the item will be purchased from, and the "Price" is what the vendor has quoted the price of the item to be.

Item Description:

Funding for the Lobbyist's housing in Helena, Montana. See cover letter for a break down of exact costs and description.

Q18. Vendor:

----

Q22. Price:

\$3,600

Q11. **Quote Two:** Include the Item Description, Vendor, and Price.

Item Description:

Q20. Vendor:

Q23. Price:

Q12. **Quote Three:** Include the Item Description, Vendor, and Price.

Item Description:

Q21. Vendor:

Q24. Price:

Q13. Other Sources of Funding:

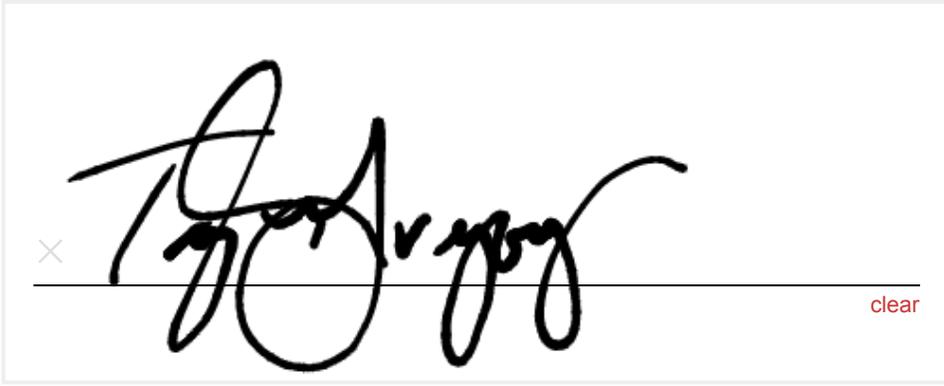
**Note:** include organization members, sponsorships, or UM Department funding).

Q14. Total Amount Being Requested:

**Note:** "Total Amount Being Requested" is the price of the item you are hoping to purchase **MINUS outside funding**. If you are hoping to purchase more than one item, this will be the sum of all of the items.

\$3,600

Q18. Person submitting the STIP Request:



Q16. Please take a moment to review your responses. Clicking the next button will submit your STIP request.

**Location Data**

**Location:** ([46.896697998047](#), [-114.0020980835](#))

**Source:** GeolIP Estimation

A map of the region around Missoula, Idaho. The map shows a network of roads in red and blue, with green areas representing parks or forests. A yellow diamond-shaped marker is placed on the map, indicating the location of the GeolIP Estimation. The city of Missoula is labeled, and the state of Idaho is also labeled. Other nearby cities like Spokane are visible in the upper left.