

ASSU Special Fees

5291 Barrio Assistance

Cycle: Special Fees 2005-2006

Type: Undergraduate

Financial Officer: Joshua Mitchell

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Line Item Summary:

GL Code:	Budgeted:	Requested:	Recommended:	Approved:
7840 <i>Admissions Fees</i>	\$320.00	\$320.00	\$0.00	\$0.00
7730 <i>Car / Van Rental</i>	\$10,800.00	\$10,800.00	\$4,050.00	\$4,050.00
7140 <i>Copies (not marketing)</i>	\$360.00	\$360.00	\$360.00	\$360.00
7410 <i>Equipment</i>	\$198.69	\$198.69	\$110.69	\$110.69
7420 <i>Equipment Rental</i>	\$954.88	\$142.88	\$142.88	\$142.88
7510 <i>Facilities Rental</i>	\$307.00	\$307.00	\$307.00	\$307.00
7720 <i>Gas</i>	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
7200 <i>General Marketing</i>	\$1,025.39	\$1,025.39	\$0.00	\$0.00
6310 <i>Honoraria</i>	\$290.72	\$290.72	\$222.00	\$222.00
7220 <i>Marketing Copies / Print Expense</i>	\$100.00	\$100.00	\$100.00	\$100.00
7150 <i>Office Supplies</i>	\$1,557.71	\$1,557.71	\$500.00	\$900.00
6110 <i>Officer Salary</i>	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00
7130 <i>Postage / Courier</i>	\$33.42	\$33.42	\$33.42	\$33.42
6510 <i>Refreshments / Meeting Food</i>	\$3,831.15	\$3,831.15	\$3,634.98	\$3,634.98
Totals:	\$22,378.96	\$21,566.96	\$12,060.97	\$12,460.97

Event Breakdown:

Event: Weekly Tutoring

(BA) Eight Saturdays out of each quarter, the K-6 students are driven to El Centro Chicano where they are provided with breakfast, a 1 1/2 hour tutorial session, and 1/2 hour of arts and crafts.

(Bridge) Every Friday afternoon, 20-25 seventh and eighth graders are brought onto campus where they meet with a tutor for one-on-one academic work as well as mentoring, providing them with the support they need to enter high school with a positive attitude.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	
6510	8) MEALS: We serve BA children breakfast every Saturday, and our seventh and eighth graders lunch every Friday afternoon. We have 4 different breakfast menus, each of which will be repeated several times throughout the 21 regular BA/Bridge weekends. Lunch include hot dogs, pizza, and quesadillas. Costs are based on prices at Safeway, Lucky, and Costco. Cereal: Cheerios (2 @ \$6.99), milk (3 @ \$2.86), orange juice (1 @ \$6.49), bananas (\$1.79) subtotal: \$30.84 / breakfast X 5 = \$154.20 Pancakes: Pancake mix (2 @ \$5.60), syrup (2 @ \$1.95), margarine (\$1.09), orange juice (1 pack @ \$6.49), Red Delicious Apples (1 box @ \$4.99) subtotal: \$38.31 / breakfast X 5 = \$191.55 Quesadillas: Cheese (1 bag @ \$11.99), tortillas (2 @ \$1.09), ham (1 @ \$5.99), margarine (\$1.09), orange juice (1 @ \$6.49), Red Delicious Apples (1 box @ 4.99) subtotal: \$32.73 / breakfast X 6 = \$196.38 Ham and Eggs: Eggs (1 pack @ 4.89), ham (1 @ \$5.99), tortillas (1 @ \$1.09), margarine (\$1.09), orange juice (1 @ \$6.49), bananas (\$1.79), Tapatio salsa (\$1.99), cheese (half bag @ \$5.48) subtotal: \$28.81 / breakfast X 6 = \$172.86 Hot Dogs: Hot dogs (2 @ \$3.89), buns (2 @ \$2.29), chips (2 @ \$3.49), punch (1 @ \$2.99), condiments (1 @ \$1.99), Red Delicious Apples (\$4.99) subtotal: \$29.31 / dinner X 7 = \$205.17 Pizza: Pizzas (5 @ \$9.95), punch (1 @ \$2.99) subtotal: \$52.74 / dinner X 7 = \$369.18 Quesadillas: cheese (1 bag @ 11.99), tortillas (1 bag @ 1.09), ham (1 @ \$5.99), punch (1 @ \$2.99), Red Delicious Apples (\$4.99), Tapatio salsa (\$1.99) subtotal: \$29.04 / dinner X 8 = \$232.32 Meal Total \$1521.66	\$1,759.89	\$1,759.89	\$1,759.89	\$1,759.89	
Refreshments / Meeting Food) KITCHEN UTENSILS: Over the course of a year, we use a substantial amount of kitchen supplies. We purchase items such as plates, spoons, napkins, forks and cups for our weekly meals. Furthermore, we buy various other supplies for our Christmas party, Parent/Tutor orientation and field trips; more of each item this year because the increase in the amount of children,					

	tutors, and their families in the program. Prices are based on Payless, Safeway, Lucky and Costco. foil 3 @ \$10.49 \$31.47 baggies 4 @ \$5.49 \$21.96 plates 3 @ \$7.99 \$23.97 bowls 5 @ \$3.79 \$18.95 cups 10 @ \$6.49 \$64.90 napkins 3 @ \$9.79 \$29.37 utensils 9 @ \$5.29 \$47.61 Kitchen Utensils Total (Tax included) \$238.23					
7730 Car / Van Rental	VAN RENTAL: Van rental covers standard transportation for 60 children from East Palo Alto and East Menlo Park to Stanford Campus for seven weekends a quarter. Additional van expenses are covered under special events, which happen about once a quarter. We make use of Enterprise, located on the Stanford campus. 3 Rental Vans per week \$300 3 HAAS Vans per week \$75 Rental Vans for 21 weeks \$7875 3 HAAS \$75	\$7,875.00	\$7,875.00	\$3,150.00	\$3,150.00	
		The Committee recommended funding for 6 Haas vans per week for 21 weeks at \$25 per van.				
7720 Gas	We consume approximately \$12.50 per Enterprise van. This does not include gas expenditures for special events, which occur approximately once a quarter. Three Vans/ per weekend \$37.50 Gas Total for 21 Weekends \$787.50	\$787.50	\$787.50	\$787.50	\$787.50	

<p>7150 Office Supplies</p>	<p>STATIONARY: We need to purchase envelopes to continue teacher surveys and general correspondence. This Winter quarter, we have purchased some BA letterhead (but we need much more) and business cards to provide letters of intent and other information to institutions such as Kimball Foundation and Philanthropic Venture Capitalists in our outside fundraising pursuits. Moreover, we would like to send Thank You cards to individuals and businesses who have given a considerable amount of time and energy into the program. Prices are based on Payless, Kinko's, and Sweet Things.</p> <p>BA letterhead 50 sheets @ \$1.50 \$75.00 business cards 50 cards @ \$.50 \$25.00 envelopes 5 @ \$1.09 \$5.45 Cards 3 @ \$2.99 \$8.97</p> <p>Stationary total (including tax) \$115.61 Educational supplies consist of pencils, pens, paper, chalk, flashcards, coloring books, markers, tape, etc. (refer to itemization for more detail). All of these supplies are shared by tutors, tutees and coordinators to facilitate the tutoring process. These supplies are purchased from Costco, Target, and Payless Drug Store and a hardware estimate was acquired from Alliance Peripherals.</p> <p>glue sticks 30 @ \$0.97 \$29.10 ink pens 10 @ \$1.39/10 \$13.90 pencils 10 @ \$5.09/100 \$50.90 paper: wide ruled 20 @ \$1.69/100 \$33.80 printer paper 6 @ \$8.95 / 500 \$53.70 tape: masking 4 @ \$2.59 \$10.36 scotch 6 @ \$2.23 \$13.26 staples 2 @ \$2.10 / pack \$4.20 markers: dry-erase 5 @ \$6.35/4 \$31.75 permanent 5 @ \$2.49/pack \$12.4 rubber bands 1 @ \$0.79 / 100 \$0.79 paper clips 2 @ \$0.26 / 100 \$0.52 manila folders 5 @ \$1.99/3 \$9.95 computer disks 3 @ \$3.99/pack \$11.97 printer cartridge 3 @ \$30.00 \$90.00 student folders 80 @ \$0.89 \$71.20 ring binders 20 @ \$1.99 \$39.80 labels: foil stars 2 @ \$0.75 \$1.50 color 1 @ \$5.24 \$5.24 name badges 8 @ \$3.38 / pack \$27.04 poster board 10 @ \$1.09 \$10.90 paint 4 @ \$2.49 \$9.96</p> <p>Educational Supplies Total (including tax) \$532.24</p> <p>Arts and crafts represents one of the most exciting components of our weekly programming. During the last half-hour BA our children have the opportunity to work on art projects that range from box making to candle decoration. This also enables those tutors more interested in art</p>	<p>\$1,557.71</p>	<p>\$1,557.71</p>	<p>\$500.00</p>	<p>\$900.00</p>	<p>The Committee recommends that you seek outside sources of funding for these expenses. The Senate reinstated part of this funding, bringing the total to \$900.</p>
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education to develop their skills. We have also introduced a community project into the Bridge program, which involved the purchase of plywood, house paint, foam core, and other supplies with which to make murals, dioramas, collages, and other projects designed by the children to represent images of their community. At the end of the year, these projects are displayed at Graduation as well. Prices are based on Price Club, Wal-Mart, Target, Payless Drug Stores, The Fabric Store and the San Antonio Hobby Shop.

paper bags	5 @	\$4.19	\$20.95
crayons	8 @		
		\$4.09	\$32.72
markers	4 @		
		\$8.99	\$35.96
colored pencils	4 @		
		\$5.99	\$23.96
glitter	5 @	\$2.50	\$12.50
construction paper	2 @		
		\$4.49	\$8.98
art brushes	10 @		
		\$0.75	\$7.50
paints			
acrylic	1 @	6.00	\$6.00
watercolors	8 @	2.59	\$20.72
oil pastels	3 @	\$2.99	\$8.97
4? particle board	2		
		@\$7.16	\$14.32
wall paint	2 @	\$6.99	\$13.98
foam core	4 @	\$4.99	\$19.96
poster board	10 @		
		\$1.00	\$10.00
Popsicle sticks	2 @	\$2.99	\$5.98

Arts and Crafts Total (tax included) \$242.50

The children are given homework points for all weekly assignments they turn into their coordinators. During Winter and Spring quarters we allow the children to spend their points in the ?BA Store? as an incentive to continue their hard work. These items are purchased at discount stores such as Target, Wal-Mart and K-mart.

miniature spiral ball	1.99 ea	\$19.90
pencil	0.20 ea	\$16.00
jump ropes	0.99 ea	\$5.94
colors	1.59 ea	\$11.13
stickers	1.59 ea	\$4.77
kites	2.99 ea	\$8.97
jacks	1.49 ea	\$5.96
diary	4.99 ea	\$14.97
puzzle (24 pc.)	1.99 ea	\$5.97
puzzle (200 pc.)	2.99 ea	\$8.97
pocket size toy cars	0.79 ea	\$11.85
Play Doh	1.99 ea	\$3.98
bubble soap	0.49 ea	\$4.90
notebook	1.69 ea	\$11.83
plastic jewelry	1.99 ea	\$1.99
Yo-Yo ball	4.99 ea	\$14.97
pk high bounce balls	1.49 ea	\$4.47
marbles	1.79 ea	\$7.16
Million Bubble	3.29 ea	\$6.58
1 sheet stickers	0.99 ea	\$5.94
posters	3.79 ea	\$18.95
klick sticks	2.99 ea	\$11.96
animal erasers	0.15 ea	\$4.50

B.A. Store Total \$211.66
 B.A. Store Total for Two Quarters \$423.32

10) PHOTOGRAPHY: Photographs of the children are taken each year during our various events. These photographs serve three purposes: 1) to make our annual picture board and yearbook; 2) as part of our annual report to Wells Fargo Bank and

	<p>3) as mementos for our children and tutors. Prices are based on Costco.</p> <p>film 8 @ \$9.79/pack \$78.32 development 24 @ \$5.99 \$143.76 batteries 2 @ \$10.98 \$21.96</p> <p>Photography Total (tax included) \$244.04</p>					
6110 Officer Salary	<p>Coordinators typically spend from twenty to twenty-five hours a week organizing and implementing the Barrio Assistance program. Since the creation of the Community Service Work Study Program, coordinators may use Barrio Assistance as their work study employment. Under this program, the sponsoring program (e.g. BA) is responsible for covering 12.82 percent of the employee's wages. In this case, the stipend is used to cover the costs incurred by the program. Barrio Assistance typically employs eight coordinators, most of who are on Community Service Work Study. Moreover, additional monies may be needed to employ drivers and or others participating in the program.</p> <p>Monies needed to cover a 12.82% of pay and benefits to those participating in Community Service Federal Work Study (approx. 6) \$1400</p> <p>Honoraria Total \$1400</p>	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	
7200 General Marketing	<p>11) YEARBOOK: The yearbook is one of our primary media to document our yearly events. It is also a way to provide our children and outstanding tutors with a "set" of memories from the year. Prices are based on Copy Central's copying and binding services.</p> <p>binding 110 @ \$2.30 \$253.00 pages 6600 @ \$0.06 \$396.00</p> <p>Yearbook Total (tax included) \$701.39</p> <p>BA T-SHIRTS: T-shirts serve not only as commemorations of the year, but also as gifts for our children and awards for our outstanding tutors. We have found a cheaper printing company, and have therefore lowered our request by \$308.13. Prices are based on The T-Party.</p> <p>BA T-shirts 60 @ \$5.40 \$324.00</p>	\$1,025.39	\$1,025.39	\$0.00	\$0.00	
		The Committee felt this was not an efficient use of student funds.				
7130 Postage / Courier	<p>3) POSTAGE: We send each child's family a registration packet, return postage included, at the end of the summer so that we can collect the family data we need to build our database. We also have correspondence with Wells Fargo Bank, as well as other businesses, counselors and community members whom we hope will support BA in its various endeavors.</p> <p>registration packets oversize postage 28 @ \$0.55 \$15.40 return postage 28 @ \$0.34 \$9.52 misc. correspondence 25 @ \$0.34 \$8.50</p> <p>Postage total \$33.42</p>	\$33.42	\$33.42	\$33.42	\$33.42	

7140 Copies (not marketing)	4a) COPIES: Copy costs are calculated at \$0.05/copy and printouts as \$0.10/page. Our copying cost cover tutor information packets, teacher letters, tutor recruitment, tutor applications, Parent Invitations, finances, laser prints for coordinator activities or tutee work, worksheets, etc. The average copy / print charge per quarter is approximately \$350. Our budget is based on that estimation. copies / prints avg. \$120 / quarter \$360.00 Copy total \$360.00	\$360.00	\$360.00	\$360.00	\$360.00	
7220 Marketing Copies / Print Expense	4b) MARKETING COPIES: Every year BA campaigns for the support of the undergraduate population in the special fee elections. In order to publicize the work that we do with the children of East Palo Alto, we post flyers and pass out brochures explaining the program and the budget. In this process we make approximately 1,500 copies. Copies 1,500 @ \$0.05 \$100.00 Marketing copies total \$100.00	\$100.00	\$100.00	\$100.00	\$100.00	
Totals:		\$14,898.91	\$14,898.91	\$8,090.81	\$8,490.81	

Event: PARENT/TUTOR ORIENTATION						
Parent-tutor orientation serves as an opportunity to link tutors with parents, allowing both parties to strengthen their understanding of the program and to enrich the overall development of the tutee. For those tutors interested in education, this is the perfect time to learn more about the role of the family in a child's education. This event is a crucial part of our program. It allows parents to establish ties with their children's tutors and thus collaborate in their children's educational process. Tutors benefit by gaining a more comprehensive understanding of their tutees' background that facilitates tutoring strategies. Last year we started buying less expensive refreshments, realizing the need to cut expenses, and have thus reduced the budget by \$64.84. Prices are based on Costco and Payless Drugs.						
GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	
6510 Refreshments / Meeting Food	EXPECTED ATTENDANCE: 225 PEOPLE REFRESHMENTS: cake 2 @ \$13.99 \$27.98 drinks 4 @ \$3.49 \$13.96 cookies 4 @ \$4.15 \$16.60 tablecloth (with tax) 1 @ \$4.21 \$4.21 small plates 1 @ \$5.69 \$5.69 clear forks 1 @ \$4.49 \$4.49 clear cups 1 @ \$4.19 \$4.19 cocktail napkins 1 @ \$3.69 \$3.69 Refreshment Subtotal: \$80.81	\$80.81	\$80.81	\$80.81	\$80.81	
7720 Gas	gas 3 vans X \$12.50 \$37.50	\$37.50	\$37.50	\$37.50	\$37.50	
7730 Car / Van Rental	3 Enterprise \$300 3 HAAS \$75	\$375.00	\$375.00	\$150.00	\$150.00	
	The Committee funded six Haas vans at \$25/van.					
Totals:		\$493.31	\$493.31	\$268.31	\$268.31	

Event: GRADUATION CEREMONY

This ceremony takes place at the end of spring quarter on the Sunday following the last tutoring session. The main objectives of the Graduation Ceremony are: 1) to provide the children with a sense of accomplishment by awarding them Certificates of Completion or Certificates of Graduation for those who are ready to leave the program; 2) to give parents a final opportunity to visit the campus and talk to the tutors and coordinators; 3) to present our Outstanding Tutor Awards and introduce the coordinators for the next year. This event is the capstone of a rewarding year for both tutor and tutee, and recognizes both their achievements. We have a plaque to record the names of the Tutor of the Year, and the budget reflects the engraving price as well as the discounted fee we pay to Mariachi Cardenal de Stanford. In the past, they have come for free but their time is so booked that they have asked us to pay half price this year. The families have consistently enjoyed the Mariachi music for the past four years, and their music has become an integral part of the cultural celebration. Food prices based on Costco, Payless Drugs, and Safeway.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	
6510 Refreshments / Meeting Food	REFRESHMENTS: 225 burritos from El Grullense 225 @ \$2.67 \$600.00	\$696.17	\$696.17	\$500.00	\$500.00	
	chips 1 @ \$3.75 \$3.75 salsa 4 @ \$3.88 \$15.52 cake 4 @ 13.99 \$55.96 punch 6 @ \$3.49 \$20.94 Sub-total \$696.17	The Committee recommends that you seek less expensive restaurants or a discount.				
7510 Facilities Rental	chairs 100 @ \$1.00 \$100.00 tables 2 @ \$7.00 \$14.00 P.A. system 1 @ \$43.00 \$43.00	\$157.00	\$157.00	\$157.00	\$157.00	
6310 Honoraria	MARIACHI: half-price hourly fee 1 hr. @ \$150.00 \$150.00	\$290.72	\$290.72	\$222.00	\$222.00	
	CERTIFICATES (tax included): 150 (Degnan Printers Inc., Redwood City) \$70.36	The Committee recommended that you replace plaques with nicer certificates.				
	PLAQUES (Tutor of the Year): Engraved plate for perpetual plaque 1 @ \$20.00 \$20.00 Small plaque for tutor 1 @ \$45.00 \$45.00 Sub-total (tax included) \$70.36					
7720 Gas	gas 3 @ \$12.50 \$37.50	\$37.50	\$37.50	\$37.50	\$37.50	
7730 Car / Van Rental	3 Enterprise Vans 3@ \$100.00 \$300 HAAS Vans 3 @ \$25.00 \$75.00	\$375.00	\$375.00	\$150.00	\$150.00	
		The Committee funded 6 Haas vans at \$25/van.				
7420 Equipment Rental	SUPPLIES (Decorations): balloons 2 @ \$6.90/dz \$13.98 wire garlands 2 @ \$2.59 \$5.18 tinsel 2 @ \$1.79 \$3.58 name tags 3 @ \$2.29 \$6.87 tablecloths 2 @ \$3.89 \$7.78	\$62.31	\$62.31	\$62.31	\$62.31	
	clear forks 1 @ \$4.49 \$4.49 clear cups 2 @ \$4.19 \$8.38 small plates 2 @ \$3.69 \$7.38 Sub-total (tax included) \$62.31					
Totals:		\$1,618.70	\$1,618.70	\$1,128.81	\$1,128.81	

Event: HALLOWEEN HAUNTED HOUSE

Halloween remains one of our best B.A. events. We bring the children to Stanford for a haunted house, games, face-painting, and trick-or-treating. Halloween purchases include: apples for apple-bobbing, face paint, decorations such as cobwebs, lights, posters, large skulls, masks, costumes and so on. Traditionally, Stanford dorms put on the B.A. Haunted House, which we partially fund. Dorms like Branner, Kimball, and Zapata thereby get the opportunity to interact with our kids and plan a fulfilling dorm event without needing to commit for the whole year. We also purchase pumpkins for the children for the ?Pumpkin Carving? contest we hold every year.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:
6510 Refreshments / Meeting Food	quesadilla meal (see Meals) \$32.73 \$32.73 pumpkins 50 @ \$1.00 \$50.00	\$82.73	\$82.73	\$82.73	\$82.73
7720 Gas	gas 3 @ \$12.50 \$37.50	\$37.50	\$37.50	\$37.50	\$37.50
7730 Car / Van Rental	Vans 3 @ \$100.00 \$300.00 3 @ \$25.00 \$75.00	\$375.00	\$375.00	\$150.00	\$150.00
		The Committee funded six Haas vans at a rate of \$25/van.			
7510 Facilities Rental	decorations (dorm reimbursements) \$150.00	\$150.00	\$150.00	\$150.00	\$150.00
Totals:		\$645.23	\$645.23	\$420.23	\$420.23

Event: CHRISTMAS PARTY

Our program also stresses the cultural aspects of the Latino community. The cost of this event serves to purchase gifts for the children and candy to help them celebrate Christmas ?Latino? style, with piñatas and candy. Tutors and children alike participate in the festivities and the food. Prices are based on Costco, Safeway, Target, La Costena, El Grullense, Costume Bank, and a local Redwood City bakery. We have been able to secure a volunteer Santa this year, and have therefore added his costume rental and Polaroid film to our budget in order to give the kids their pictures with Santa.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:
6510 Refreshments / Meeting Food	REFRESHMENTS: Punch 1 @ \$3.00 \$3.00 chips 3 @ \$3.19 \$9.57 salsa 3 @ \$3.88 \$11.64 cookies 6 @ \$3.49 \$20.94 pan dulce 100 @ \$0.30 \$30.00 burritos 100 @ \$2.67 \$267.00 candy 7 @ \$5.99 \$41.93 Refreshment Subtotal: \$384.08	\$384.08	\$384.08	\$384.08	\$384.08
7420 Equipment Rental	SUPPLIES: Santa rental costume 1 @ \$60.00 \$60.00 Supplies Subtotal (including tax): \$60.00	\$60.00	\$60.00	\$60.00	\$60.00
7410 Equipment	SUPPLIES: gifts 11 @ \$8.00 \$88.00 piñata 1 @ \$19.00 \$19.00 Polaroid film 3 pks @ \$23.99 \$71.97	\$198.69	\$198.69	\$110.69	\$110.69
		The Committee did not recommend funding for the gifts.			
Totals:		\$642.77	\$642.77	\$554.77	\$554.77

Event: CINCO DE MAYO CELEBRATION

We have expanded our Cinco de Mayo celebration to include a party from noon to 1pm. After spending the morning learning the history of the battle of Puebla and talking with their tutors about such Mexican heroes as Benito Juarez the children and their tutors enjoy a lunch together and then break a piñata.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:
6510 Refreshments / Meeting Food	REFRESHMENTS: burritos 100 @ \$2.67 \$267.00	\$311.93	\$311.93	\$311.93	\$311.93
	punch 1 @ \$3.00 \$3.00 candy 7 @ \$5.99 \$41.93 Refreshments subtotal: \$311.93				
7420 Equipment Rental	SUPPLIES: piñata 1 @ \$19.00 \$19.00	\$20.57	\$20.57	\$20.57	\$20.57
	Supplies subtotal (including tax) \$20.57				
Totals:		\$332.50	\$332.50	\$332.50	\$332.50

Event: WINTER FIELD TRIP

The purpose of the field trip is to introduce the children to an educational yet recreational activity. It also represents an important time for tutors and tutees to strengthen their rapport as friends?

Costs are calculated according to van rental, gas, lunch for the group, and admission costs as quoted by the museums. We have two separate field trips, one for the older students and the other for our K-6th students. Because we take our junior high students during the regular session we do not need to include van rental.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:
6510 Refreshments / Meeting Food	REFRESHMENTS: juice boxes 4 pks @ \$5.49 \$21.96	\$122.34	\$122.34	\$122.34	\$122.34
	bread 3 @ \$2.65 \$7.95 sandwich meat 3 @ \$7.29 \$21.87 cheese 1 @ \$9.69 \$9.69 Red Delicious Apples 5 @ \$4.99 \$24.95 granola bars 4 @ \$5.49 \$21.96 assorted chips 4 @ \$3.49 \$13.96 Refreshments Subtotal: \$122.34				
7730 Car / Van Rental	TRANSPORTATION: 6 passenger vans 6 @ \$100 \$600.00 \$321.65 Transportation Subtotal: \$750.00	\$600.00	\$600.00	\$150.00	\$150.00
	The Committee recommended funding for 6 Haas Center vans.				
7720 Gas	gas 6 @ \$25.00 \$150.00	\$150.00	\$150.00	\$150.00	\$150.00
7840 Admissions Fees	K-6 ADMISSION FEES (Marine Science Institute): \$200.00	\$320.00	\$320.00	\$0.00	\$0.00
	JUNIOR HIGH EXPECTED ATTENDANCE: 30 people	The Committee recommends that you pursue in-kind donations of museum admissions.			
	ADMISSION museum admission 30 @ \$4.00 \$120.00				
Totals:		\$1,192.34	\$1,192.34	\$422.34	\$422.34

Event: SPRING TRIP

Each quarter, B.A. attempts to provide the children in our program with special seasonal activities that reflect our commitment to recreational, as well as educational programming. This Spring quarter, as in the past years, we will be taking the children and tutors on an excursion to Big Basin Redwoods State Park. Many of our children have never been camping which makes this event one of our most important ones. It gives us a good opportunity to introduce our children to basic ecological concepts. The Camping Trip is a wonderful activity that has always proved to be extremely popular among the children. Many of the tutors also rank this as their favorite, especially those interested in ecology and outdoor recreation.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:
6510 Refreshments / Meeting Food	REFRESHMENTS (3 meals for 50 people) Lunch: Bag Lunches (see Winter Trip) \$122.34 Dinner: hot dogs 6 @ \$3.89 \$23.34 hot dog buns 6 @ \$2.29 \$13.74 hamburgers 5 @ \$8.99 \$44.95 veggie burgers 1 @ \$6.99 \$6.99 hamburger buns 6 @ \$2.29 \$13.74 chips 6 @ \$3.49 \$20.94 condiments 3 @ \$1.27 \$3.81 juice 4 @ \$3.49 \$13.96 chocolate bars 3 @ \$12.97 \$38.91 graham crackers 6 @ \$2.99 \$17.94 marshmallows 8 @ \$1.99 \$15.92 Breakfast: Ham and Eggs breakfast for 50 people (see Meals) \$57.62 Refreshments Subtotal: \$393.20	\$393.20	\$393.20	\$393.20	\$393.20
7730 Car / Van Rental	Rental Vans 6 @ \$100 / day \$600 Total for 2 days \$1200	\$1,200.00	\$1,200.00	\$300.00	\$300.00
	The Committee recommends that you use Haas vans.				
7720 Gas	6@25.00 \$150.00	\$150.00	\$150.00	\$150.00	\$150.00
7420 Equipment Rental	EQUIPMENT RENTAL: lanterns (10 @ \$6.00/ea.) \$60 sleeping bags (50 @ \$8.00/ea.) \$400.00 FEES (11 eight-person cabins) \$352 Equipment Subtotal: \$812.00	\$812.00	\$0.00	\$0.00	\$0.00
Totals:		\$2,555.20	\$1,743.20	\$843.20	\$843.20

Totals:	Budgeted:	Requested:	Recommended:	Approved:
	\$22,378.96	\$21,566.96	\$12,060.97	\$12,460.97

Revenue not from Student fees:

Source:

Amount:

Guiding Concilio--El Centro Chicano	\$1,000.00
Total:	\$1,000.00