

ASSU Special Fees

Special Fees 2005-2006

5298 BSU - Black Student Union

Financial Officer: Alicia James
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Line Item Summary:

GL Code:		Total Budgeted:	Requested from Students:
7410	Equipment	\$250.00	\$250.00
7420	Equipment Rental	\$1,580.00	\$1,580.00
7520	Facilities Janitorial	\$850.00	\$850.00
7510	Facilities Rental	\$2,550.00	\$2,550.00
7200	General Marketing	\$150.00	\$150.00
6310	Honoraria	\$8,870.00	\$8,870.00
7220	Marketing Copies / Print Expense	\$700.00	\$700.00
6510	Refreshments / Meeting Food	\$19,605.00	\$19,605.00
Totals:		\$34,555.00	\$34,555.00

Event Breakdown:

Event: BSU Freshman Convocation

An evening event to orient students to the history of the Black Student Union, to enlighten them about the unique legacy of Black people on this campus and to provide them with a support system that will make them feel a part of the Stanford Community.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	2 speakers @ \$500 per speaker = \$1000	\$1,000.00	\$1,000.00
6510 Refreshments / Meeting Food	Food for 150 people catered by Stanford Catering	\$2,000.00	\$2,000.00
7220 Marketing Copies / Print Expense	200 Invitations printed on high quality grade paper w/ envelopes = \$100	\$100.00	\$100.00
7420 Equipment Rental	Sound system from Event Services	\$200.00	\$200.00

7510	Tressider Oak Room Rental Fee = \$200	\$200.00	\$200.00
Facilities Rental			
Totals:		\$3,500.00	\$3,500.00

Event: USC-Stanford Exchange			
An event for black students to collaborate about how to address problems common to Black students at institutions of higher learning and to begin dialogue for addressing those problems. Each year the location switches between USC and Stanford. Stanford will be hosting this event in Fall of 2005.			
GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310	5 panelists @ \$100 per panelist = \$500	\$500.00	\$500.00
Honoraria			
6510	Refreshments for welcome event	\$2,150.00	\$2,150.00
Refreshments / Meeting Food			
Totals:		\$2,650.00	\$2,650.00

Event: Battle of the Bay

A showcase of the bay area's freestyle and spoken word talent. This contest features talent from many bay area colleges.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	DJ Services = \$ 100 Prize Money (2 - 1st, 2nd, and 3rd place contestants) = \$ 400	\$500.00	\$500.00
7220 Marketing Copies / Print Expense	copies and handbills	\$300.00	\$300.00
7420 Equipment Rental	Event and Labor Services - \$250 (podium, microphones, tables, speakers)	\$250.00	\$250.00
7510 Facilities Rental	Kresge Auditorium Rental = \$200	\$300.00	\$300.00
7520 Facilities Janitorial	ABM Janitorial Services - \$150	\$150.00	\$150.00
Totals:		\$1,500.00	\$1,500.00

Event: Kwanzaa Celebration

An event for the Stanford community to celebrate Kwanzaa and learn about the history of the holiday and its roots in the Black tradition.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	Performance by performers from surrounding community = \$300 Dining Supervisor Payment - 4 hours at \$15 an hour = \$60	\$360.00	\$360.00
6510 Refreshments / Meeting Food	Food for 200 people catered by Stanford Catering = \$3500	\$3,500.00	\$3,500.00
7200 General Marketing	300 copies at .10 a copy = \$30	\$30.00	\$30.00
7410 Equipment	Tablecloths = \$50	\$50.00	\$50.00
7420 Equipment Rental	Sound system (includes mics, speakers, etc.) = \$200	\$200.00	\$200.00
7510 Facilities Rental	Ricker Dining Hall deposit = \$50 General Reservation Fee = \$150	\$200.00	\$200.00
Totals:		\$4,340.00	\$4,340.00

Event: Martin Luther King Week

A week to honor Dr. Martin Luther King and his contribution to mankind.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	Prominent local speaker familiar with impact of Martin Luther King's life and the implications of his philosophy on contemporary life at Stanford - \$2000	\$2,000.00	\$2,000.00
Totals:		\$2,000.00	\$2,000.00

Event: Black Liberation Month

This event will be part of many events celebrating the liberation and success of African-Americans.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	Speakers knowledgeable in an area related the theme of Black Liberation Month (February) = \$2000	\$2,000.00	\$2,000.00
7200 General Marketing	300 copies at .10 each = \$30	\$30.00	\$30.00
7510 Facilities Rental	Tressider Oak Room rental fee = \$200	\$200.00	\$200.00
Totals:		\$2,230.00	\$2,230.00

Event: Soul Food Dinner

An annual parent's weekend event that allows students and parents to enjoy a meal that reminds them of home. This event is a celebration of home as well as a celebration of black generations: past, present, and future.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	Student manager payment ? 4 hours at \$15 an hour - \$60	\$60.00	\$60.00
6510 Refreshments / Meeting Food	bbTraditional African- American cuisine catered by La Pania Catering Services for 200 = \$3500	\$3,500.00	\$3,500.00
7200 General Marketing	300 copies at \$.10 each = \$30	\$30.00	\$30.00
7410 Equipment	Tablecloths = \$50	\$50.00	\$50.00
7420 Equipment Rental	A small sound system from event services = \$200 1 projector and screen from Event Services (for 2 hours) = \$180	\$380.00	\$380.00
Totals:		\$4,020.00	\$4,020.00

Event: **BSU Community Cookout**

An early spring event to help bring together the greater Stanford community after spring break.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	DJ services = \$200 Chef = \$150	\$350.00	\$350.00
6510 Refreshments / Meeting Food	Catered cookout food for 300 = \$2400	\$2,400.00	\$2,400.00
7410 Equipment	Plates, cups, napkins, plasticware for 300 = \$150	\$150.00	\$150.00
Totals:		\$2,900.00	\$2,900.00

Event: High School Conference

An all-day conference for local high school students. The program consists of workshops, speakers, and performances that discuss the importance of education and community involvement.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	1 speaker @ \$500 a speaker = \$500	\$500.00	\$500.00
6510 Refreshments / Meeting Food	Continental Breakfast for 200 = \$1000 Lunch for \$200 people = \$1200 Juice for 200 = \$80	\$2,130.00	\$2,130.00
7200 General Marketing	300 copies at \$.10 a copy	\$30.00	\$30.00
7220 Marketing Copies / Print Expense	200 program books at \$1.00 a book = \$200	\$200.00	\$200.00
7420 Equipment Rental	Event and Labor Services - (mics, speakers, projector) - \$150	\$150.00	\$150.00
7510 Facilities Rental	4 classrooms at \$100 per classroom = \$400	\$400.00	\$400.00
7520 Facilities Janitorial	ABM Services - \$250 for 4 classrooms	\$250.00	\$250.00
Totals:		\$3,660.00	\$3,660.00

Event: Women's Celebration

An event celebrating different aspects of the Black woman.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	2 speakers at \$500 a speaker = \$1000	\$1,000.00	\$1,000.00
6510 Refreshments / Meeting Food	Refreshments for reception for 200 people = \$500	\$500.00	\$500.00
7420 Equipment Rental	1 sound package from event services = \$200	\$200.00	\$200.00
7510 Facilities Rental	Tresidder Oak Room Rental Fee = \$200	\$200.00	\$200.00
7520 Facilities Janitorial	ABM Services - \$150	\$150.00	\$150.00
Totals:		\$2,050.00	\$2,050.00

Event: Men/Women Retreat

Spring event to strengthen and unify the Black community through events and speakers as well as intimate discussion through a day-long event bringing black women and men together.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	4 speakers for panel - \$600	\$600.00	\$600.00
6510 Refreshments / Meeting Food	Dinner and light breakfast for 200 people @ \$6 each	\$1,200.00	\$1,200.00
7220 Marketing Copies / Print Expense	Personal invitations to 500 students - \$100	\$100.00	\$100.00
7420 Equipment Rental	Event and Labor Services equipment (podium, microphones, etc.) - \$200	\$200.00	\$200.00
7510 Facilities Rental	2 locations for retreats - \$200	\$200.00	\$200.00
7520 Facilities Janitorial	Janitorial service after events at 2 locations - \$300	\$300.00	\$300.00
Totals:		\$2,600.00	\$2,600.00

Event: Core Retreat

Retreat in Fall of 2005 to welcome the core back to school, plan the events for the year, and get to know each other.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6510 Refreshments / Meeting Food	Dinner and light breakfast at \$10 per person for 25 members - \$250	\$250.00	\$250.00
7510 Facilities Rental	Rental of Tresidder Oak Room with mics, projector	\$250.00	\$250.00
Totals:		\$500.00	\$500.00

Event: Bi-weekly meetings

Meetings open to the Stanford community where various issues are addressed such as the need for Ujamaa House and the AAAS program.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6510	Snacks at 15 meetings @ \$25 per meeting - \$375	\$375.00	\$375.00
Refreshments / Meeting Food			
Totals:		\$375.00	\$375.00

Event: Community Connection Reception

Quarterly receptions sponsored by the Black Student Union that give students the opportunity to meet and network with prominent local politicians, professionals, and academics of color.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6510	refreshments for 3 receptions for 150 people = \$450	\$450.00	\$450.00
Refreshments / Meeting Food			
7510	3 rentals of Tresidder Oak Room @ \$200 per rental = \$600	\$600.00	\$600.00
Facilities Rental			
Totals:		\$1,050.00	\$1,050.00

Event: Black Plaza

An event that brings the Stanford Black Population together in White Plaza for good food, a showcase of all Black Volunteer Student Organizations, and the distribution of the Black Community Services Center T-shirts.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6510	Food for 200 people from Popeye?s @ \$5 each - \$1000	\$1,000.00	\$1,000.00
Refreshments / Meeting Food			
7200	300 copies at \$0.10 a copy - \$30	\$30.00	\$30.00
General Marketing			
Totals:		\$1,030.00	\$1,030.00

Event: Freshman Roll-Out

A welcome event for Black Freshman that serves as a venue for them to socialize and become introduced to other freshmen and upperclassmen.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6510	15 pizzas @ \$10 per pizza = \$150	\$150.00	\$150.00
Refreshments / Meeting Food			
Totals:		\$150.00	\$150.00

Totals:	Total Budgeted:	Requested from students:
	\$34,555.00	\$34,555.00

Outside Revenue: