

# ASSU Special Fees

Special Fees 2005-2006

## 6945 SAIO - Stanford American Indian Organization

Financial Officer: Lani Marsden

Email: [lmarsden@stanford.edu](mailto:lmarsden@stanford.edu)

### Line Item Summary:

GL Code:		Total Budgeted:	Requested from Students:
7740	<b>Accomodations</b>	\$4,910.00	<b>\$2,220.00</b>
7840	<b>Admissions Fees</b>	\$690.00	<b>\$500.00</b>
7730	<b>Car / Van Rental</b>	\$2,605.00	<b>\$2,220.00</b>
7140	<b>Copies (not marketing)</b>	\$1,900.00	<b>\$665.00</b>
7420	<b>Equipment Rental</b>	\$2,670.00	<b>\$860.00</b>
7510	<b>Facilities Rental</b>	\$215.00	<b>\$90.00</b>
7720	<b>Gas</b>	\$795.00	<b>\$585.00</b>
7200	<b>General Marketing</b>	\$270.00	<b>\$155.00</b>
6310	<b>Honoraria</b>	\$26,570.00	<b>\$15,820.00</b>
7150	<b>Office Supplies</b>	\$1,305.00	<b>\$730.00</b>
7120	<b>Phone</b>	\$900.00	<b>\$700.00</b>
7130	<b>Postage / Courier</b>	\$655.00	<b>\$555.00</b>
6510	<b>Refreshments / Meeting Food</b>	\$7,105.00	<b>\$5,045.00</b>
7710	<b>Travel Fares</b>	\$5,050.00	<b>\$2,500.00</b>
<b>Totals:</b>		<b>\$55,640.00</b>	<b>\$32,645.00</b>

### Event Breakdown:

#### Event: Operating Expenses

We need to run the Native American Cultural Center. Although we get help, we are requesting the following.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
7120	(7000 minutes at \$0.10 per minute = \$700) \$700 is necessary to cover phone expenses regarding communication between SAIO and associates.	\$900.00	<b>\$700.00</b>
Phone			

<b>7130</b> Postage / Courier	P.O. Box-The rental of a post office box every year is \$136.00 Postage-(We subsidize much of the expense of mailing out the Native American Community Monthly Newsletter	\$655.00	\$555.00
<b>7140</b> Copies (not marketing)	(\$0.05 x 5000) This covers agendas for SAIO meetings, (\$50) officer corps agendas (\$50), flyers for SAIO events (\$100), the strategic plan packets (\$70), copies of the budget (\$30), copies for academic coordinating (\$50), SOCC meetings (\$150).	\$1,000.00	\$500.00
<b>7150</b> Office Supplies	These are the office supplies needed for our organization. The following estimates were obtained from the Stanford Bookstore. \$130 to cover the costs of pens, pencils, binders, staples, tape, envelopes, notebooks, dry erase markers, markers, calendars, batteries, and name badges. \$50 to cover cleaning supplies (based on last year). Computer paper-\$5 per 500 sheets. The amount of paper used by SAIO is approximately 22000 sheets per year. (220000 sheets * \$5/500 = \$220) Printer/toner cartridges-\$160.	\$1,060.00	\$560.00
<b>6510</b> Refreshments / Meeting Food	Food items reserved for cultural meetings, which are held biweekly, so 15 meetings per year, with 40 people in attendance at \$2/person for food is \$1200.	\$1,800.00	\$1,200.00
<b>Totals:</b>		<b>\$5,415.00</b>	<b>\$3,515.00</b>

## Event: Programming Expenses

This category is used to cover expenses for historical documentation. Current projects include pictorials of American Indian Students at Stanford and events sponsored by SAIO to be placed in the Native America Cultural Center. Also, we use the office supplies in various ways, including the efforts to catalogue footage from various speaker events, cultural workshops and the Stanford Powwow for storage in the Native American Cultural Center Library.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
<b>7200</b> General Marketing	Flyers --1600 copies @ \$0.05 = \$80 Miscellaneous--Banners, posters, newspaper ads, etc = \$55	\$235.00	\$135.00
<b>7150</b> Office Supplies	Pens, pencils, binders, staplers, dry erase markers, markers and adhesive labels = \$90	\$110.00	\$90.00
<b>Totals:</b>		<b>\$345.00</b>	<b>\$225.00</b>

## Event: American Indian Speaker Series

Each quarter, SAIO and other organizations in the Stanford Indian community bring at least two speakers (i.e. tribal leaders, politicians, traditional healers, artists, etc) to address issues of concern from an American Indian perspective, adding depth and breadth to the cross-cultural experiences of all Stanford students.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	For all three quarters, we will assume an honoraria of \$500 total.	\$3,100.00	\$1,500.00
7710 Travel Fares	SAIO will subsidize \$200 of the travelling expenses of each speaker. (\$200 * 3 speakers = \$600)	\$1,000.00	\$600.00
6510 Refreshments / Meeting Food	We estimate the cost of food to be \$700. We will fundraise the remainder of the cost.	\$700.00	\$450.00
7420 Equipment Rental	It will cost \$1400 total to cover equipment costs such as dining table and chair rental and P.A. system use. We will fundraise the rest.	\$1,400.00	\$475.00
7510 Facilities Rental	will cost about \$30 to rent a room for thirty people. x Three quarters = \$90.	\$215.00	\$90.00
7730 Car / Van Rental	The speaker series? best estimate for vehicles is \$100 rented out to speakers in the Bay Area, or those flying in that need transportation. Rental cars are about \$50/day x two days x one speaker per quarter=\$300.	\$380.00	\$300.00
7720 Gas	Gas needed for transportation for the speakers.	\$120.00	\$90.00
7740 Accommodations	SAIO will provide one night of hotel accommodations for the speakers at the Stanford Terrace Inn at \$150 per night/per person.	\$550.00	\$450.00
<b>Totals:</b>		<b>\$7,465.00</b>	<b>\$3,955.00</b>

## Event: Big Sib/Little Sib Program

This program is for freshman and pre-professional students to provide them with information on prospective majors, scholarships, research, job opportunities, proficiency exams, tutoring, etc in preparation for their four years an undergraduates and beyond. A conference will attended by upperclassmen to mentor and support freshmen in corresponding areas of interest.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6510 Refreshments / Meeting Food	Last year the cost for refreshments totaled \$1000. We will fundraise to raise \$430 to cover the remainder of the cost. We have events about 3 x per quarter x 20 people per event x \$2/person for three quarters = \$360, plus pumpkins for the Halloween party (\$120) and candy bags for the approximately 40 incoming freshmen (\$80).	\$810.00	\$560.00
7720 Gas	Gasoline needed for reimbursement for usage of personal vehicles during events.	\$175.00	\$125.00
7730 Car / Van Rental	Vehicle Rental to transport 30 students to various events we will need to rent Haas vans. \$30 a day for a rental van x once per quarter x 3 vans x 3 quarters = \$270.	\$350.00	\$270.00
7840 Admissions Fees	SAIO will subsidize \$290 for tickets of events such as films or ice skating.	\$330.00	\$290.00
<b>Totals:</b>		<b>\$1,665.00</b>	<b>\$1,245.00</b>

## Event: Dine Awareness

Dine, in efforts to increase awareness and add diversity to the Stanford Community, will host annually a speaker from the Navajo Nation. We hope to bring an elder or speaker familiar with issues specific to the Dine People from various communities to share their cultures, stories, and craft with the Stanford community. Dine, also known as Navajo, represent the largest tribal group population in SAIO.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	are requesting \$300 to pay for part of the honorarium for Dine speakers.	\$550.00	\$300.00
6510 Refreshments / Meeting Food	3 meetings per quarter x 15 people per meeting x \$2/person x 3 quarters = \$270. Plus, a special dinner, which includes the purchase of sheep and feast foods. (\$90)	\$380.00	\$360.00
7730 Car / Van Rental	Haas vans will be rented for transportation to/from sweat lodge.	\$170.00	\$90.00
7740 Accommodations	We will subsidize \$150 of the total cost of \$300 for stay at the Stanford Terrace Inn for two nights. We will fundraise the remaining \$150.	\$300.00	\$150.00
<b>Totals:</b>		<b>\$1,400.00</b>	<b>\$900.00</b>

## Event: SAIO Creative Journal

The SAIO journal is a creative endeavor, designed to promote art and literature within the Native Community. The journal will accept all submissions from the Stanford Community.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
7140	Copies for publishing are projected to be \$3.00 per issue at around 40 pages per issue. There will be 300 copies of the journal printed. (300 copies * \$3 per copy = \$900). The remaining \$735 will be fundraised by students.	\$900.00	\$165.00
Copies (not marketing)			
<b>Totals:</b>		<b>\$900.00</b>	<b>\$165.00</b>

## Event: Community Outreach (Native Youth Tutoring)

During the academic year, two tutoring groups travel to particular schools twice a week to tutor. This program encompasses various activities that seek to motivate American Indian high school and junior high school students to learn academics and their heritage. This program will involve traveling to nearby reservations and/or Indian cultural centers to tutor Native American students, as well as involving them in programs that will allow them to explore their Native American identity.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
7150	School supplies are necessary to facilitate learning, especially when not in a school facility. Note cards, paper, pencils, pens, markers = \$40.	\$75.00	\$40.00
Office Supplies			
7720	The tutorial center is located in San Jose, where we drive the Haas vans twice a week.	\$185.00	\$185.00
Gas			
7730	Haas van rental at \$30 per day x 2 per week x 7 weeks per quarter x 3 quarters = \$1260.	\$1,265.00	\$1,260.00
Car / Van Rental			
<b>Totals:</b>		<b>\$1,525.00</b>	<b>\$1,485.00</b>

## Event: Alaska Native Student Association

The Alaska Native Student Association, in efforts to increase awareness and add diversity to the Stanford community, hosts annually a speaker from the Alaska area. In previous years, Evon Peter, from the Neetsaii Gwich'in tribe, was brought in to share his experience as one of the youngest chiefs ever from an Alaska Native community. Through community center programming, Evon was able to teach students in the Stanford community about being a young person trying to get involved in tribal governments. Also, ANSA meets to share stories, plan events, eat Alaska Native food, and is open to the entire community to teach others about the Alaska Native culture.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	We are requesting \$300 to pay for part of the honorarium for the elders who will be traveling long distances to share their knowledge about Alaska Native culture.	\$450.00	\$300.00
6510 Refreshments / Meeting Food	\$12 people at \$5 per lunch meeting x two meetings per quarter x 3 quarters = \$360.	\$460.00	\$360.00
7740 Accommodations	We will subsidize \$150 of the total cost of \$300 for stay at the Stanford Terrace Inn for two nights. We will fundraise the remaining \$150.	\$300.00	\$150.00
<b>Totals:</b>		<b>\$1,210.00</b>	<b>\$810.00</b>

## Event: National Indian Education Association (NIEA)

The NIEA, National Indian Education Association, and NCAI, National Congress of American Indians are two very well known Native American Leadership conferences. These organizations bring Native American college students across the nation to work together in workshops and lectures to expand their leadership skills. This benefits the Native American community as well as the Stanford community by the valuable leadership skills the students bring back to the community. Every year, four to six students are selected for representation.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
7710 Travel Fares	Airfare for 3 students to the conference costs \$350 each. (3 Round-trip tickets @ \$350 person = \$1050). Students going to the NIEA conference will also pay for the airfare through departmental funding and Stanford Fund Partnership Hours.	\$1,050.00	\$500.00
7740 Accommodations	A room at a motel near the conference for 2 students per room (2 rooms) at \$60 per night for four nights = \$480. The remaining \$240 will be acquired through fundraising.	\$480.00	\$240.00
6510 Refreshments / Meeting Food	We estimate food to cost \$20 per day for 3 students for 4 days = \$240. The remainder of the cost will be absorbed by the participants.	\$320.00	\$85.00
<b>Totals:</b>		<b>\$1,850.00</b>	<b>\$825.00</b>

## Event: Indigenous People's Day

On Columbus Day, in a commitment to "truth in history," SAIO will focus on presenting the truth about Christopher Columbus and the effect his "discovery" has had on the indigenous people of North America. On Indigenous People's Day, a more popular name than Columbus Day, SAIO will present guest speakers, panel discussions, and films to reaffirm our heritage, cultures, and traditions.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	\$205 will be used to pay guest speakers (which is an extremely low estimate for this event). SAIO will fundraise the remaining balance.	\$305.00	\$205.00
7420 Equipment Rental	This is based on an estimate given from University Events and Services.	\$210.00	\$125.00
7200 General Marketing	Flyers promoting this program and inviting the Stanford community will need to be made for campus residences and the surrounding cultural centers. (300 flyers * \$0.05 = \$15; plus \$5 for material with which to post the flyers.	\$35.00	\$20.00
6510 Refreshments / Meeting Food	Attendance of 45 people is expected with an estimated food cost of \$2 per person.	\$130.00	\$90.00
<b>Totals:</b>		<b>\$680.00</b>	<b>\$440.00</b>

## Event: American Indian Film Festival

An event centered around Native Americans and film. Located in San Francisco, this annual event is usually held during Native American Heritage month. The films are directed by American Indians and are primarily focused on current issues within Native communities. The Stanford Community is invited to attend the all-weekend event, but SAIO will only subsidize for a one day pass. Flyers will be distributed in November to advertise the event and welcome everyone to attend.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
7840 Admissions Fees	Entry fees for one day pass to the film festival will be partially subsidized. The amount of subsidization is entirely dependent on the number of people who wish to attend the event.	\$220.00	\$170.00
7720 Gas	Gas for personal vehicles will be counted as travel expense and used as reimbursement for drivers.	\$50.00	\$50.00
<b>Totals:</b>		<b>\$270.00</b>	<b>\$220.00</b>

## Event: Native Hawaiian Awareness (Hui o Hawai'i)

SAIO, in efforts to increase awareness and add diversity to the Stanford community, will host annually a speaker from the Hawaiian islands. We hope to bring elders from various communities to share their culture, stories, and craft with the Stanford Community. This year, a Native Hawaiian elder (teacher of Hawaiian language) will visit our community to share her knowledge of Hawaiian language and culture.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	We are requesting \$300 to pay for part of the honorarium.	\$400.00	\$300.00
7730 Car / Van Rental	Haas vans will be needed for transportation to/from Hawaiian events within the Peninsula.	\$175.00	\$135.00
6510 Refreshments / Meeting Food	\$12 people at \$5 per lunch meeting x two meetings per quarter x 3 quarters = \$360.	\$410.00	\$360.00
7740 Accommodations	We will subsidize \$150 of the total cost of \$300 for stay at the Stanford Terrace Inn for two nights. We will fundraise the remaining \$150.	\$300.00	\$150.00
<b>Totals:</b>		<b>\$1,285.00</b>	<b>\$945.00</b>

## Event: Native American Awareness Week

Native American Awareness Week is an opportunity for the Native students in SAIO to share their respective cultures with the rest of the Stanford community and bring to the attention of the students the issues surrounding the Native community at Stanford. Native American speakers, political leaders, and elders will be invited to campus to share with us their knowledge and wisdom.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	We are requesting \$550 to pay a portion of the honorarium of the speakers.	\$700.00	\$550.00
6510 Refreshments / Meeting Food	We estimate food costs to be more than \$150 to supply our guests during Native American Awareness week. SAIO will fundraise to meet the remaining costs.	\$200.00	\$150.00
7710 Travel Fares	We are expecting to host three Native American speakers from across the United States to give presentations throughout the week leading into Powwow. We will subsidize \$300 per speaker * 3 speakers = \$900. Fundraising will cover the rest of the travel fares.	\$1,800.00	\$900.00
7740 Accommodations	We will subsidize \$350 of the total cost for stay at the Stanford Terrace Inn. We will fundraise the remaining cost.	\$700.00	\$350.00
<b>Totals:</b>		<b>\$3,400.00</b>	<b>\$1,950.00</b>



## Event: National Congress of American Indians (NCAI)

The National Congress of American Indians is a very well known American Indian Leadership conference. This organization attracts American Indian college students from across the nation to work together in workshops and lectures to expand their leadership skills. This benefits the Native American Community as well as the Stanford community greatly by the valuable leadership skills the students bring back with them. Every year, approximately three students are selected for representation.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
7710 Travel Fares	Airfare for 3 students going to the conference will need 3 RT tickets @ \$400 per person = \$1200. SAIO will fundraise the rest of travel expenses through outside grants.	\$1,200.00	\$500.00
6510 Refreshments / Meeting Food	We estimate food costs to be \$20 per day/per student for 3 students for 4 days = \$240. The remaining cost will be absorbed by participants.	\$240.00	\$125.00
7740 Accommodations	We are requesting \$240 to pay for 2 rooms for 3 students at \$60 per night for 4 nights = \$480. The remaining \$240 will be fundraised by participants.	\$480.00	\$240.00
<b>Totals:</b>		<b>\$1,920.00</b>	<b>\$865.00</b>

## Event: Creation, Outreach, Respect, Education (CORE)

CORE was initiated to make it possible for anyone interested to learn how to create traditional Powwow regalia and learn how to Powwow dance. Regalia is made throughout the year and presented in dorm presentations to promote the Stanford Powwow and enrich the Stanford community.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	We are requesting \$200 as a payment toward the honorarium of teachers who will direct the production of regalia and do Powwow dance instruction.	\$300.00	\$200.00
6510 Refreshments / Meeting Food	For refreshments for CORE meetings during which approximately 20 students will be taught about Powwow regalia.	\$250.00	\$200.00
7420 Equipment Rental	Sewing machines and other equipment for making traditional shawls. We will fundraise the rest of the cost of the shawls, which in total is estimated at \$1060.	\$1,060.00	\$260.00
<b>Totals:</b>		<b>\$1,610.00</b>	<b>\$660.00</b>

## Event: Cherokee Group Events

SAIO, in efforts to increase awareness and add diversity to the Stanford community, will host annually a speaker from Cherokee tribal lands. This year, Laurinda Reynolds, a Cherokee traditional healer, will visit our community to share her knowledge of Cherokee language and culture.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	We are requesting \$300 to help pay the honoraria for incoming Cherokee speakers.	\$450.00	\$300.00
6510 Refreshments / Meeting Food	4 meetings per quarter (they meet biweekly) x 20 people x \$2 per person x 3 quarters = \$480.	\$530.00	\$480.00
7720 Gas	Private vehicles will be needed to transport members to and from Cherokee events within the Bay Area.	\$130.00	\$50.00
7840 Admissions Fees	SAIO will subsidize 10 students @ \$4 per student to cover the cost of \$10 tickets to watch Cherokee cultural dance performances. The remaining cost will be absorbed by those attending the performance.	\$140.00	\$40.00
7740 Accomodations	We will subsidize \$150 of the total cost of \$300 for stay at the Stanford Terrace Inn for two nights. We will fundraise the remaining \$150.	\$300.00	\$150.00
<b>Totals:</b>		<b>\$1,550.00</b>	<b>\$1,020.00</b>

## Event: SAIO Officer Training Transition

The SAIO officer training program is designed to ease the transition of newly elected officers into their respective leadership positions. The leadership from the previous year will be there to provide mentoring and answer any questions as to the role and responsibilities of newly elected officers. Speakers and workshops will address topics as : effective leadership in organizations, strategies in cross-cultural advocacy, improving inter and intra-organizational communication, etc. The meetings will be open to the Stanford community. Indian students and community people from around the Bay Area will also be invited to participate.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310 Honoraria	We are requesting \$165 to pay for part of the honorarium for speakers.	\$315.00	\$165.00
7150 Office Supplies	These are material supplies needed for SAIO corps training such as paper, folders, markerboards, etc.	\$60.00	\$40.00
6510 Refreshments / Meeting Food	Budgeted for twenty people at \$10 per day for two days. The remaining \$150 will be absorbed by the participants.	\$400.00	\$250.00
7740 Accommodations	Cottage reservation for 2 nights @ 750 per night = \$1500. The remaining \$1160 will be covered through fundraising.	\$1,500.00	\$340.00
7730 Car / Van Rental	Haas vans will be needed to transport students to/from training.	\$265.00	\$165.00
7720 Gas	Gasoline for van use during SAIO corps training.	\$135.00	\$85.00
<b>Totals:</b>		<b>\$2,675.00</b>	<b>\$1,045.00</b>

## Event: Leadership Recognition Night

This is a gathering of American Indian college students from Stanford and Bay Area to honor exceptional contributions of individual who have helped improve their communities through important leadership roles. We also use this occasion, open to both the Native and greater Stanford communities, as an opportunity to reflect on the year's accomplishments and failures so that we can look into more effective methods for programming

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6510 Refreshments / Meeting Food	We assume that 75 people will attend this event. We have allotted \$5 per person for food. Remaining costs will be met by fundraising.	\$475.00	\$375.00
<b>Totals:</b>		<b>\$475.00</b>	<b>\$375.00</b>

## Event: Stanford Powwow

The Stanford American Indian Organization (SAIO) hosts its annual Stanford Powwow each May. SAIO has brought traditional Indian cultures to Stanford University with our annual Powwow for many years. The Powwow occurs on Mother's Day Weekend every year. SAIO has worked very hard over the years to make Powwow a reality and to bring the talent, beauty, and culture of numerous Indian tribes from throughout the United States and Canada to Stanford. Not only does the Powwow attract singers, dancers, and crafts people of reputable faculty in their fields, but it also gives us an opportunity to share our rich culture and traditions with each other and with non-Indians. The Stanford Powwow attracts annually between 30,000-35,000 people. The Powwow presents the Stanford community with a unique opportunity to learn about and share Native American traditions and we welcome all who are interested to come share in the fun.

GL Code:	Explanation/Itemization:	Total Budgeted:	Requested from students:
6310	All costs are estimated costs for 2004 Powwow :	\$20,000.00	\$12,000.00
Honoraria	Arena Director- \$750 Head Judge- \$750 Head Woman Dancer- \$750 Head Man Dancer- \$750 Host Northern Drum- \$3550 Host Southern Drum- \$3550 Host Canadian Drum- \$3550 MC 1- \$850 MC 2- \$850 Staff Accommodations- \$2000 Tribal Dance Group- \$725 Tribal Singers- \$725 Honoraria Total \$18800		
	Note : The cost of this year's Powwow will be \$130,000. All funds, excluding the amount of our Special Fee request, are raised by SAIO during Powwow to pay for the \$130,000 cost of Powwow. We are estimating this to be the cost of Powwow for 2004. However, we are also expecting a 5-10% increase in cost due to possible change in programming.		
<b>Totals:</b>		<b>\$20,000.00</b>	<b>\$12,000.00</b>

<b>Totals:</b>	Total Budgeted:	Requested from students:
	\$55,640.00	\$32,645.00

## Outside Revenue:

Source:	Amount:
Department Funding	\$23,130.00
<b>Total:</b>	<b>\$23,130.00</b>