

ASSU Special Fees

7327 Stanford Film Society

Cycle: Special Fees 2005-2006

Type: Undergraduate

Financial Officer: Jennah Robinson
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Line Item Summary:

| GL Code: | Budgeted: | Requested: | Recommended: | Approved: |
|--|--------------------|--------------------|--------------------|--------------------|
| 7140 <i>Copies (not marketing)</i> | \$20.00 | \$20.00 | \$20.00 | \$20.00 |
| 7410 <i>Equipment</i> | \$13,180.00 | \$12,480.00 | \$12,480.00 | \$12,480.00 |
| 7520 <i>Facilities Janitorial</i> | \$3,030.00 | \$2,535.00 | \$2,535.00 | \$2,535.00 |
| 7200 <i>General Marketing</i> | \$200.00 | \$200.00 | \$200.00 | \$200.00 |
| 6310 <i>Honoraria</i> | \$950.00 | \$950.00 | \$950.00 | \$950.00 |
| 7220 <i>Marketing Copies / Print Expense</i> | \$4,120.00 | \$1,365.00 | \$1,365.00 | \$1,365.00 |
| 7130 <i>Postage / Courier</i> | \$270.00 | \$135.00 | \$135.00 | \$135.00 |
| 6510 <i>Refreshments / Meeting Food</i> | \$725.00 | \$725.00 | \$725.00 | \$725.00 |
| 6320 <i>Technical Services</i> | \$17,775.00 | \$15,325.00 | \$15,325.00 | \$15,325.00 |
| 7710 <i>Travel Fares</i> | \$750.00 | \$750.00 | \$750.00 | \$750.00 |
| Totals: | \$41,020.00 | \$34,485.00 | \$34,485.00 | \$34,485.00 |

Event Breakdown:

Event: Operating Expenses

Covers general expenses not particularly for any event but for outside expenses such as meeting food, copies, and equipment costs.

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: |
|-------------------------------------|---|-----------|------------|--------------|-----------|
| 6510 Refreshments / Meeting Food | Meeting food for first and last meetings of each quarter - \$75 per quarter | \$450.00 | \$450.00 | \$450.00 | \$450.00 |
| 7140 Copies (not marketing) | \$10 for 100 copies for the Fall Activities Fair and the Admit Weekend Fair | \$20.00 | \$20.00 | \$20.00 | \$20.00 |
| 7410 Equipment | To purchase any necessary items for the group as a whole (i.e. cash boxes, lottery balls, etc.). Estimate based on previous years | \$100.00 | \$100.00 | \$100.00 | \$100.00 |

| | | | | | |
|----------------|-----------------|-----------------|-----------------|-----------------|--|
| Totals: | \$570.00 | \$570.00 | \$570.00 | \$570.00 | |
|----------------|-----------------|-----------------|-----------------|-----------------|--|

Event: United Nation Association Film Festival

The United Nations Association Film Festival is a non-competitive festival that will be held from October 21-25. It consists of documentaries by international filmmakers dealing with UN topics - human rights, environmental survival, women's issues, protection of refugees, homelessness, racism, disease control, universal education, war and peace. UNAFF offers the Bay Area a unique chance to present films that are rarely screened for a public audience, to become familiar with global problems, and to provide a better understanding of the means to address them. One of the most important events that we sponsor, UNAFF premiered at Stanford in 1998. It has since become an internationally acclaimed festival and has won many awards. The festival usually runs 4-5 days.

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: | |
|--|---|--------------------|-------------------|-------------------|-------------------|--|
| 6320 Technical Services | Two days in Cubberly (3,000) and three days in Annenberg (5,400), Table and chair rentals (500) | \$8,900.00 | \$8,900.00 | \$8,900.00 | \$8,900.00 | |
| 6510 Refreshments / Meeting Food | Refreshments for the opening night service and during the festival | \$75.00 | \$75.00 | \$75.00 | \$75.00 | |
| 7520 Facilities Janitorial | Cleaning services for three nights in Annenberg and two nights in Cubberly - estimate based on previous year's UNAFF expenses | \$725.00 | \$725.00 | \$725.00 | \$725.00 | |
| 7410 Equipment | For miscellaneous supplies needed for the festival | \$100.00 | \$100.00 | \$100.00 | \$100.00 | |
| 7220 Marketing Copies / Print Expense | Ticket printing for five days(2,115) and Poster printing (400) - based on previous year expense | \$2,515.00 | \$0.00 | \$0.00 | \$0.00 | |
| Totals: | | \$12,315.00 | \$9,800.00 | \$9,800.00 | \$9,800.00 | |

Event: Halloween Screening

Every Halloween we screen a classic horror film. This event usually takes place in Cubberley Auditorium and approximately 500 people attend. In past years we have featured The shining, Evil Dead 2 and the Exorcist.

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: |
|--|--|-------------------|-------------------|-------------------|-------------------|
| 6320 Technical Services | One night rental of Cubberly Auditorium | \$750.00 | \$750.00 | \$750.00 | \$750.00 |
| 7130 Postage / Courier | Payment of postage on transport of 35 mm film reel | \$30.00 | \$30.00 | \$30.00 | \$30.00 |
| 7220 Marketing Copies / Print Expense | Poster printing for advertisements of the screening 200 color posters at 40 cents | \$75.00 | \$75.00 | \$75.00 | \$75.00 |
| 7410 Equipment | 35 mm film rental - estimate based on previous years | \$555.00 | \$555.00 | \$555.00 | \$555.00 |
| 7520 Facilities Janitorial | Cleaning of Cubberly Auditorium - estimate including inflation | \$175.00 | \$175.00 | \$175.00 | \$175.00 |
| Totals: | | \$1,585.00 | \$1,585.00 | \$1,585.00 | \$1,585.00 |

Event: Fall Quarter Advanced Screening

During the fall quarter we have a free advance screening of a film arranged through one of our distributor contacts. The distributor reimburses us for all the costs of the screening

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: |
|--|---|-------------------|---------------|---------------|---------------|
| 6320 Technical Services | One nights rental of Cubberly Auditorium | \$700.00 | \$0.00 | \$0.00 | \$0.00 |
| 7130 Postage / Courier | Transport of 35 mm film reel | \$45.00 | \$0.00 | \$0.00 | \$0.00 |
| 7220 Marketing Copies / Print Expense | Posters for advertising the screening 200 color copies at 40 cents | \$80.00 | \$0.00 | \$0.00 | \$0.00 |
| 7410 Equipment | 35 mm film rental - estimate based on previous years | \$350.00 | \$0.00 | \$0.00 | \$0.00 |
| 7520 Facilities Janitorial | One night's cleaning service in Cubberly Auditorium | \$165.00 | \$0.00 | \$0.00 | \$0.00 |
| Totals: | | \$1,340.00 | \$0.00 | \$0.00 | \$0.00 |

Event: Director Attended Screening

For this event we show a 35 mm print of a film in Cubberly Auditorium and the director answers questions about his work after the screening. In pervious year s John Livingston was in attendance for our screening of Dopamine. We consistantly look for Stanford Alumni or Bay Area directors for future screenings.

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: | |
|--|---|-------------------|-------------------|-------------------|-------------------|--|
| 6310 Honoraria | Estimate of Speakers Fee for Director | \$200.00 | \$200.00 | \$200.00 | \$200.00 | |
| 6320 Technical Services | One night's rental of Cubberly Auditorium | \$650.00 | \$650.00 | \$650.00 | \$650.00 | |
| 7220 Marketing Copies / Print Expense | Posters for advertising the screening 200 color copies at 40 cents | \$80.00 | \$80.00 | \$80.00 | \$80.00 | |
| 7410 Equipment | 35 mm film rental - estimate based on previous years | \$325.00 | \$325.00 | \$325.00 | \$325.00 | |
| 7520 Facilities Janitorial | One night's clean up of Cubberly Auditorium | \$165.00 | \$165.00 | \$165.00 | \$165.00 | |
| 7710 Travel Fares | Round trip travel for the director - estimate based on previous years | \$250.00 | \$250.00 | \$250.00 | \$250.00 | |
| Totals: | | \$1,670.00 | \$1,670.00 | \$1,670.00 | \$1,670.00 | |

Event: Pumpkin Pie Project

An hour long compilation film consisting of short segments created by different student directors and connected by a common theme. The event was started in 2002 as an attempt to encourage collaboration between Stanford student filmmakers and was a huge success. It includes a screening in Annenberg Auditorium and Q&A afterwards.

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: | |
|--|---|-------------------|-------------------|-------------------|-------------------|--|
| 6320 Technical Services | One night's rental of Annenberg Auditorium - estimate based on pervious years | \$600.00 | \$600.00 | \$600.00 | \$600.00 | |
| 7220 Marketing Copies / Print Expense | Posters and programs advertising promoting the screening 500 color posters at 40 cents (\$200), program copies (\$20) | \$220.00 | \$220.00 | \$220.00 | \$220.00 | |
| 7410 Equipment | Miscellaneous supplies for the screening | \$100.00 | \$100.00 | \$100.00 | \$100.00 | |
| 7520 Facilities Janitorial | One night's cleaning of Annenberg Auditorium | \$125.00 | \$125.00 | \$125.00 | \$125.00 | |
| Totals: | | \$1,045.00 | \$1,045.00 | \$1,045.00 | \$1,045.00 | |

Event: Winter Quarter Advance Screening

During the winter quarter we have a free advance screening of a film arranged through one of our distributor contacts. The distributor reimburses us for all the costs of the screening

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: |
|--|---|-------------------|---------------|---------------|---------------|
| 6320 Technical Services | Rental of Cubberly for one night | \$700.00 | \$0.00 | \$0.00 | \$0.00 |
| 7130 Postage / Courier | Transport of 35 mm film | \$45.00 | \$0.00 | \$0.00 | \$0.00 |
| 7220 Marketing Copies / Print Expense | Advertising for the screening 200 color copies at 40 cents | \$80.00 | \$0.00 | \$0.00 | \$0.00 |
| 7410 Equipment | 35 mm film rental | \$350.00 | \$0.00 | \$0.00 | \$0.00 |
| 7520 Facilities Janitorial | Cleaning of one night in Cubberly | \$165.00 | \$0.00 | \$0.00 | \$0.00 |
| Totals: | | \$1,340.00 | \$0.00 | \$0.00 | \$0.00 |

Event: Sundance to Stanford

During spring quarter, the SFS screens a film from the Sundance Film Festival held every January in Park City, Utah at Stanford. The date depends on the availability of the filmmaker who attends the screening, discusses his/her work and answers questions.

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: | |
|--|--|-------------------|-------------------|-------------------|-------------------|--|
| 6310 Honoraria | For cost of filmmaker from Sundance | \$150.00 | \$150.00 | \$150.00 | \$150.00 | |
| 6320 Technical Services | One nights rental of Cubberly Auditorium | \$650.00 | \$650.00 | \$650.00 | \$650.00 | |
| 7130 Postage / Courier | Transport of 35 mm film reel | \$45.00 | \$45.00 | \$45.00 | \$45.00 | |
| 7220 Marketing Copies / Print Expense | Advertising for the event 200 color copies at 40 cents | \$80.00 | \$80.00 | \$80.00 | \$80.00 | |
| 7520 Facilities Janitorial | Cleaning for one night in Cubberly Auditorium | \$165.00 | \$165.00 | \$165.00 | \$165.00 | |
| 7410 Equipment | 35 mm film reel | \$350.00 | \$350.00 | \$350.00 | \$350.00 | |
| Totals: | | \$1,440.00 | \$1,440.00 | \$1,440.00 | \$1,440.00 | |

Event: Stanford Student Film Festival and Grants

Every year we have an application process in which Stanford students can receive a grant to fund a short film project. In addition, the student filmmaker workshop produces approximately ten short films during the year, and many other students complete independent projects. During spring quarter these films are screened and discussed. Due to the popularity of the grant and workshop programs and interest from the community, the festival was increased to three days two years ago to allow more films to be shown. The Stanford Student Film Festival is our most important event.

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: | |
|--|---|-------------------|-------------------|-------------------|-------------------|--|
| 6320 Technical Services | Three nights in Cubberly Auditorium (2,000) and table and chair rental(300) | \$2,300.00 | \$2,300.00 | \$2,300.00 | \$2,300.00 | |
| 6510 Refreshments / Meeting Food | Refreshments for the opening and closing night receptions | \$100.00 | \$100.00 | \$100.00 | \$100.00 | |
| 7410 Equipment | Grants for funding student films, with a maximum grant of \$500, rental fees, and purchase of videos, props and other necessary equipment | \$5,000.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 | |
| 7520 Facilities Janitorial | Three nights of cleaning in Cubberly Auditorium | \$500.00 | \$500.00 | \$500.00 | \$500.00 | |
| 7220 Marketing Copies / Print Expense | Festival programs and poster printing 500 color posters \$550, three nights of programs \$200 | \$750.00 | \$750.00 | \$750.00 | \$750.00 | |
| Totals: | | \$8,650.00 | \$8,650.00 | \$8,650.00 | \$8,650.00 | |

Event: Film Career Events

Panel guests come from all sectors of the film industry, from scenewriting to cinematography. These panels have been highly attended and have been praised as intensely informative and good avenues for entertainment industry networking. Four years ago, Gale Anne Hurd, producer of Terminator 2 and The Hulk, participated.

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: | |
|--|--|-------------------|-------------------|-------------------|-------------------|--|
| 6310 Honoraria | Depending on who is invited, this will cover the speaker's fee | \$600.00 | \$600.00 | \$600.00 | \$600.00 | |
| 6320 Technical Services | One night in Cubberly Auditorium | \$700.00 | \$700.00 | \$700.00 | \$700.00 | |
| 6510 Refreshments / Meeting Food | Dinner for speakers and volunteers | \$100.00 | \$100.00 | \$100.00 | \$100.00 | |
| 7220 Marketing Copies / Print Expense | Posters and programs promoting the event 200 b/w posters at 10 cents, 300 programs at 10 cents | \$50.00 | \$50.00 | \$50.00 | \$50.00 | |
| 7520 Facilities Janitorial | One night cleaning of Cubberly Auditorium | \$165.00 | \$165.00 | \$165.00 | \$165.00 | |
| 7710 Travel Fares | Covers the cost of travel for invited guests speakers | \$500.00 | \$500.00 | \$500.00 | \$500.00 | |
| Totals: | | \$2,115.00 | \$2,115.00 | \$2,115.00 | \$2,115.00 | |

Event: Spring Quarter Advance Screening

During the spring quarter we have a free advance screening of a film arranged through one of our distributor contacts. The distributor reimburses us for all the costs of the screening

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: |
|--|--|-------------------|---------------|---------------|---------------|
| 6320 Technical Services | One nights rental of Cubberly Auditorium | \$700.00 | \$0.00 | \$0.00 | \$0.00 |
| 7130 Postage / Courier | Transportation of 35 mm film reel | \$45.00 | \$0.00 | \$0.00 | \$0.00 |
| 7220 Marketing Copies / Print Expense | Posters to advertise the event 200 color copies at 40 cents | \$80.00 | \$0.00 | \$0.00 | \$0.00 |
| 6320 Technical Services | Rental of 35 mm film reel | \$350.00 | \$0.00 | \$0.00 | \$0.00 |
| 7520 Facilities Janitorial | Cleaning of Cubberly Auditorium for one night | \$165.00 | \$0.00 | \$0.00 | \$0.00 |
| Totals: | | \$1,340.00 | \$0.00 | \$0.00 | \$0.00 |

Event: Senior Send-Off

In the spring we honor the year's seniors by screening a memorable film in Annenberg Auditorium. Previous events have been very well attended

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: |
|--|---|-------------------|-------------------|-------------------|-------------------|
| 6320 Technical Services | One night in Annenberg Auditorium | \$575.00 | \$575.00 | \$575.00 | \$575.00 |
| 7130 Postage / Courier | Transport of 35 mm film reel | \$45.00 | \$45.00 | \$45.00 | \$45.00 |
| 7220 Marketing Copies / Print Expense | Advertising for the event - 300 b/w copies at 10 cents each | \$30.00 | \$30.00 | \$30.00 | \$30.00 |
| 7410 Equipment | 35 mm film rental | \$350.00 | \$350.00 | \$350.00 | \$350.00 |
| 7520 Facilities Janitorial | One night in Annenberg Auditorium | \$165.00 | \$165.00 | \$165.00 | \$165.00 |
| Totals: | | \$1,165.00 | \$1,165.00 | \$1,165.00 | \$1,165.00 |

Event: Student Filmmaker Workshop

In Fall 1998, the SFS launched the Undergraduate Film Workshop, a series of focused meetings held for undergraduates interested in getting practical experience with filmmaking. In Fall 2001 we opened enrollment to graduate students and changed the name to the Student Filmmaker Workshop. We have bought digital cameras, tripods, a dolly system, lighting kit, sound equipment, and a digital editing system to enable production of student films. The workshop is the only opportunity students have to learn how to make films at Stanford, with the exception of the graduate-level documentary program in the Communications department. We must constantly purchase new equipment to keep up with technological advances, as well as pay for repairs to keep the equipment functioning.

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: |
|----------------------------------|--|-------------------|-------------------|-------------------|-------------------|
| 7130 Postage / Courier | Shipment of miscellaneous goods and equipment | \$15.00 | \$15.00 | \$15.00 | \$15.00 |
| 7200 General Marketing | Copies of scripts, education handouts | \$200.00 | \$200.00 | \$200.00 | \$200.00 |
| 7410 Equipment | Camera equipment(5,200) Miscellaneous other purchases (200) Equipment repair (100) | \$5,500.00 | \$5,500.00 | \$5,500.00 | \$5,500.00 |
| 7520 Facilities Janitorial | Cleaning of workshop meeting rooms | \$125.00 | \$125.00 | \$125.00 | \$125.00 |
| Totals: | | \$5,840.00 | \$5,840.00 | \$5,840.00 | \$5,840.00 |

Event: Crossing Communities

To foster support among student groups, we help sponsor film events with other student organizations (primarily with A3C, Women's Coalition, and support work for the LGBT, BSU, Anime Club, and Zapata). Previous co-sponsorship include screening Terminal USA and Yellow with the Asian American Performing Arts Coalition, annual History film events, and Soul Food Dinner with the BSU.

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: |
|--|--|-----------------|-----------------|-----------------|-----------------|
| 6320 Technical Services | Technical assistance on events | \$200.00 | \$200.00 | \$200.00 | \$200.00 |
| 7220 Marketing Copies / Print Expense | Printing of fliers or programs for the co-sponsored events | \$50.00 | \$50.00 | \$50.00 | \$50.00 |
| 7410 Equipment | Purchase of miscellaneous equipment for event | \$100.00 | \$100.00 | \$100.00 | \$100.00 |
| 7520 Facilities Janitorial | Assistance with janitorial services | \$100.00 | \$100.00 | \$100.00 | \$100.00 |
| Totals: | | \$450.00 | \$450.00 | \$450.00 | \$450.00 |

Event: Weekly Film Series

Each quarter, film society members put together a weekly film series based on a theme of their choosing. The films are screened in a classroom, and SFS uses its own projection equipment. The most recent film series showed queer films of one members choosing.

| GL Code: | Explanation/Itemization: | Budgeted: | Requested: | Recommended: | Approved: |
|--|--|-----------------|-----------------|-----------------|-----------------|
| 7220 Marketing Copies / Print Expense | 100 b/w copies (\$10) for promoting series each quarter | \$30.00 | \$30.00 | \$30.00 | \$30.00 |
| 7520 Facilities Janitorial | Janitorial services for rooms per quarter | \$125.00 | \$125.00 | \$125.00 | \$125.00 |
| Totals: | | \$155.00 | \$155.00 | \$155.00 | \$155.00 |

| | | | | |
|----------------|--------------------|--------------------|---------------------|--------------------|
| Totals: | Budgeted: | Requested: | Recommended: | Approved: |
| | \$41,020.00 | \$34,485.00 | \$34,485.00 | \$34,485.00 |

Revenue not from Student fees:

Source:

Amount:

| | |
|---|-------------------|
| Ticket sales from five day United Nations Association Film Festival | \$5,000.00 |
| Reimbursement for Fall Quarter Film Screening | \$1,340.00 |
| Reimbursement for Winter Quarter Film Screening | \$1,340.00 |
| Reimbursement for Spring Quarter Film Screening | \$1,340.00 |
| Total: | \$9,020.00 |