

ASSU Special Fees

8838 Volunteers in Latin America

Application #: 1029

Status: Approved in Election

Type: Undergraduate

Cycle: Special Fees 2006-2007

Financial Officer: K. Nicole Wires

Appointment: 2/25/2006 at 11:00:00 AM

Application Questions:

What is your total membership? How large is your officer core? How many members are on your email list? What is average attendance at your

Volunteers in Latin America has a total membership of about 30 students. We have three main officers, but all 9 students who went to Ecuador last summer meet every 3 weeks to delegate jobs and report what we've done. There are 40 members on our email list, but a few are now graduate students or working in the Bay Area. When we host an event about Latin American development issues, about 60 students attend. When we hold information sessions about street children and the coming summer's volunteer trip, about 75 students attend. Our only other main event, which is our trip to Ecuador for two months during the summer, involves 14 students.

What percentages of your total membership are Undergraduate and Graduate?

About 90% of our membership is Undergraduate. The graduate students are mainly mentors for the new leaders of our group, and help with organizing the budget, explaining logistics, and advising from a stance of experience.

What is the mission and purpose of your student group? (this response will be used on the online elections voter handbook)

Volunteers in Latin America is a student group committed to raising awareness about development issues in Latin America and the resulting problem of street children. Through on-campus lectures, slide-shows, and cultural events, Stanford students become more aware of children's rights issues in general (health, education, juvenile justice) in the context of socioeconomic rights in Latin America. In addition, we provide a financially feasible, cross-cultural, hands-on volunteer experience for Stanford students to work with street children in Quito, Ecuador during the summer.

Why are you requesting Special Fees? (this response will be used on the online elections voter handbook)

In order to effectively teach the Stanford community about the ramifications of rapid urbanization and bottom-heavy population distribution, we must have a steady funding source for our on-campus and off-campus programs. We use special fees to teach Stanford students about social responsibility on a community, national, and international basis.

What are the three largest line item requests in your budget and why? (this response will be used on the online elections voter handbook)

The largest budget item is the supervisor stipend. This is a necessary expense to ensure that the supervisor selection process is competitive and that the most qualified supervisors are chosen. In addition, this stipend makes it possible for all supervisors to participate in the program by compensating them for wages they would have earned by pursuing summer jobs or fellowships. It is the responsibility of the supervisor to manage all fifteen volunteers at the three different posts, and to attend to the physical and emotional health of all volunteers, as well as maintain successfully functioning group dynamics among volunteers and between volunteers and shelter staff. Because the dedication of the supervisors is pivotal to the overall success of the trip, it is important to compensate the supervisors for their hard work and commitment to VILA.

The second largest budget item we are requesting covers daily living expenses in Quito. Each student volunteer will live in the shelter in Quito (except for the two volunteers living with host families in rural placements in Ambato). Living expenses includes 2 meals a day, while the third meal will be eaten at the shelter. The two supervisors will live on a stipend of \$100/month. This total group living expense, detailed in the budget, amounts to \$3195.50.

The third largest expense is the materials used for volunteer preparation and training. We will meet weekly during the Spring and each volunteer must read a comprehensive collection of books and articles about street children and volunteering abroad. Furthermore, there will be a weekend long orientation retreat to help volunteers bond and form a cohesive group. As an incentive and reward for this extra no-credit class (as well as an opportunity to bond) we also offer these volunteers refreshments. These material and food expenses, for twelve volunteers and two leaders over the course of 10 weeks amounts to \$704.40.

What events/programs does your group hold throughout the year for the Stanford Community?

Volunteers in Latin America holds educational events about Latin American development issues and street children twice a quarter. We invite speakers, professors, and past volunteers to share their experiences and insights about specific problems that can be addressed by a transnational advocacy network. In addition, we host more informal educational events like slide shows and VILA-sponsored movies about street children. Anyone can come to these

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events, and we encourage all students to participate by advertising with flyers/emails to a wide range of majors, dorms, teams, and student associations.

Have you applied for Special Fees in the past 3 years? If so, please detail the outcome of each attempt.

Yes, we have applied for Special Fees for the past 3 years and have received them every time. The Stanford community understands the importance of groups like ours, and acknowledges the positive impact that the ten traveling members have on the rest of their peers.

If you applied for Special Fees last year, is there an increase in the amount you're seeking this year? If so, why? (this response will be used on

How do you plan to publicize your events/programs to the greater Stanford community? Have you registered with Events at Stanford?

If you are an umbrella group, please list the groups for which you are applying for Special Fees, their ASSU account numbers, and contact information for their financial officers.

Please define the services provided by your group with the Special Fee, as per the ASSU Constitution:

Please list all: <p>1) assets, 2) reserves, 3) authorized and unauthorized non-ASSU bank accounts, 4) sources of funding other than Special

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Line Item Summary:

GL Code:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved In Election:
7740 <i>Accomodations</i>	\$1,826.00	\$1,826.00	\$0.00	\$0.00		\$0.00
7140 <i>Copies (Not Marketing)</i>	\$3.96	\$3.96	\$0.00	\$0.00		\$0.00
7410 <i>Equipment Purchase (Non-Cap)</i>	\$95.00	\$95.00	\$0.00	\$0.00		\$0.00
6560 <i>Event Food</i>	\$537.00	\$537.00	\$0.00	\$0.00		\$0.00
7720 <i>Gas</i>	\$20.00	\$20.00	\$0.00	\$0.00		\$0.00
7220 <i>Marketing Copies / Print Expens</i>	\$89.00	\$89.00	\$0.00	\$0.00		\$0.00
6110 <i>Officer Salary</i>	\$5,000.00	\$5,000.00	\$0.00	\$0.00		\$0.00
7120 <i>Phone</i>	\$220.00	\$220.00	\$0.00	\$0.00		\$0.00
7060 <i>Programming Expenses</i>	\$310.00	\$310.00	\$0.00	\$0.00		\$0.00
6510 <i>Regular Meeting Food</i>	\$2,372.00	\$2,372.00	\$0.00	\$0.00		\$0.00
6320 <i>Technical Services</i>	\$232.97	\$232.97	\$0.00	\$0.00		\$0.00
7840 <i>Tickets Expense</i>	\$150.00	\$150.00	\$0.00	\$0.00		\$0.00
6500 <i>Training Mat</i>	\$134.90	\$134.90	\$0.00	\$0.00		\$0.00
7710 <i>Travel Fares</i>	\$13,064.80	\$13,064.80	\$12,232.00	\$12,232.00		\$12,232.00
Totals:	\$24,055.63	\$24,055.63	\$12,232.00	\$12,232.00		\$12,232.00

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Event Breakdown:

Event: Volunteer Recruitment

Flyers are put up to publicize for a series of meetings on campus to attract new volunteers. At this meeting, pictures and a video from the children's shelter are shown to potential applicants, and last year's volunteers share their experiences.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
7220	\$0.11/copy*200 copies for flyers	\$22.00	\$22.00	\$0.00	\$0.00		\$0.00
Marketing Copies / Print Expenses							
6320	To have copies of video clips from La Casa de la Ninez to show volunteers and to give to faculty speakers (2 speakers scheduled), \$3/VHS tape*3 tapes	\$9.00	\$9.00	\$0.00	\$0.00		\$0.00
Technical Services							
6560	Snacks and refreshments for informational meeting held before application deadline to recruit volunteers for the summer	\$35.00	\$35.00	\$0.00	\$0.00		\$0.00
Event Food							
Totals:		\$66.00	\$66.00	\$0.00	\$0.00		\$0.00

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Event: Volunteer Introductory Retreat

Retreat starting early Saturday morning and ending Sunday afternoon that will introduce all volunteers to one another, launch off the Spring 2006 training session, and introduce the issues volunteers will face over the summer.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
7740 Accommodations	Rooms at \$20/night/person at Pigeon Point Lighthouse	\$280.00	\$280.00	\$0.00	\$0.00		\$0.00
7720 Gas	For transportation in private cars to and from retreat	\$20.00	\$20.00	\$0.00	\$0.00		\$0.00
The committee cannot recommend funding retreat costs							
6560 Event Food	Lunch @ \$5/person (x2) Dinner @ \$8/person	\$252.00	\$252.00	\$0.00	\$0.00		\$0.00
The committee feels that this is not event food							
6500 Training Mat	Supplies: paper, binders, markers, special supplies for activities etc. \$50.00 Reading Material: John L. McKnight ?Professionalized Service and Disabling Help?; Sara Mosle ?The Vanity of Volunteerism?; Ivan Illich ?To hell with good intentions?; Peter Singer ?Solution to World Poverty?; Isaiah Berlin ?The Pursuit of the Ideal? (copy costs) \$30.00	\$80.00	\$80.00	\$0.00	\$0.00		\$0.00
Totals:		\$632.00	\$632.00	\$0.00	\$0.00		\$0.00

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Event: Volunteer Preparation Meetings

Weekly meetings are held in Spring quarter to train and prepare students for the summer volunteer experience.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
6500 Training Mat	Preoperational reading material: Paulo Friere, Pedagogy of the Oppressed (priced at www.amazon.com) □ \$14.95 Tobias Hecht, At Home in the Street (priced at www.bn.com) □ □ \$21.00 J.J. Thomas, Surviving in the City: The informal sector in Latin America (priced at www.bn.com) □ □ □ □ \$14.95 Gary Barker and Felicia Knaul, Exploited Entrepreneurs: Street and Working Children in Developing Countries (copying fees) □ □ \$4.00	\$54.90	\$54.90	\$0.00	\$0.00		\$0.00
6510 Regular Meeting Food	Food expenses for weekly preoperational seminars for ten weeks About \$10/week on cookies or chips and soda	\$97.50	\$97.50	\$0.00	\$0.00		\$0.00
Totals:		\$152.40	\$152.40	\$0.00	\$0.00		\$0.00

Event: Lunch with Professor David Abernathy

Professor David Abernathy will lecture and discuss the role of NGOs in developing countries. This will be a required event for VILA volunteers, and will also be open to all students who sign up ahead of time.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
6560 Event Food	\$5/person * 25 students (estimated)	\$125.00	\$125.00	\$0.00	\$0.00		\$0.00
7220 Marketing Copies / Print Expenses	printing/copies of flyers at Kinkos, \$0.15 * 100	\$15.00	\$15.00	\$0.00	\$0.00		\$0.00
Totals:		\$140.00	\$140.00	\$0.00	\$0.00		\$0.00

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Event: Lecture by Kathleen Morrison

Former Latin American Studies director, Kathleen Morrison, will talk about the phenomena of street children in Latin America, followed by a presentation by last summer's VILA volunteers about their experience of working with street children. Open to all of campus.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
7220	printing/copies of flyers at Kinkos, \$0.15 * 100	\$15.00	\$15.00	\$0.00	\$0.00		\$0.00
Marketing Copies / Print Expenses							
Totals:		\$15.00	\$15.00	\$0.00	\$0.00		\$0.00

Event: Lunch with Past Volunteer(s)

Past volunteer(s) will lead discussion about their experiences working in Quito, Ecuador. This will be a required event for VILA volunteers, and will also be open to all students who sign up ahead of time.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
6560	\$5/person * 25 students (estimated)	\$125.00	\$125.00	\$0.00	\$0.00		\$0.00
Event Food							
7220	printing/copies of flyers at Kinkos, \$0.15 * 100	\$15.00	\$15.00	\$0.00	\$0.00		\$0.00
Marketing Copies / Print Expenses							
Totals:		\$140.00	\$140.00	\$0.00	\$0.00		\$0.00

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Event: Pre-Departure Communication with Ecuador

To ensure continuing successful relationships with all of our community counterparts and host agencies in Quito, there will be regular verbal (telephone) communication between Stanford and Quito during Spring Quarter, previous to departure of all volunteers.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
7120 Phone	\$0.08/minute * 150 minutes (estimated)	\$120.00	\$120.00	\$0.00	\$0.00		\$0.00
Totals:		\$120.00	\$120.00	\$0.00	\$0.00		\$0.00

Event: De-Briefing Meeting, Fall Quarter

Upon arrival back to campus, volunteers will meet to discuss their experiences, fill out evaluation forms, and help plan for the upcoming year.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
7140 Copies (Not Marketing)	\$0.11/page*3 pages/volunteer*12 volunteers	\$3.96	\$3.96	\$0.00	\$0.00		\$0.00
6510 Regular Meeting Food	Refreshments/thank you cake from Safeway	\$25.00	\$25.00	\$0.00	\$0.00		\$0.00
Totals:		\$28.96	\$28.96	\$0.00	\$0.00		\$0.00

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Event: Informative Slide Show, Fall Quarter

With the past summer's experience fresh in their minds, VILA volunteers will lead a discussion about the phenomenon of street children in Ecuador, and give a slideshow to share their experiences with fellow students. Open to all of campus.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
6320 Technical Services	film development \$7.99/24-photo roll (at the bookstore) * 3 rolls	\$23.97	\$23.97	\$0.00	\$0.00		\$0.00
7220 Marketing Copies / Print Expenses	\$0.11/copy (at Kinkos) * 200 copies	\$22.00	\$22.00	\$0.00	\$0.00		\$0.00
Totals:		\$45.97	\$45.97	\$0.00	\$0.00		\$0.00

Event: Travel to Ecuador

12 volunteers and 2 supervisors will fly to Ecuador from their hometown airports in late June, and will return at the end of August.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
7710 Travel Fares	Airline flight (purchased at Council Travel), \$910/person * 14 people	\$12,740.00	\$12,740.00	\$12,232.00	\$12,232.00		\$12,232.00
The committee placed the maximum amount you can receive without petitioning in travel fares.							
7710 Travel Fares	Taxi ride from airport to orientation hostel, \$2/person * 14 people	\$28.00	\$28.00	\$0.00	\$0.00		\$0.00
Totals:		\$12,768.00	\$12,768.00	\$12,232.00	\$12,232.00		\$12,232.00

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Event: On-site Volunteer Orientation in Quito

The entire VILA group will spend two days in downtown Quito becoming acquainted with the city and its customs. This includes tours of the city and visits to the shelter where volunteers will be working.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
7060 Programming Expenses	This will pay for orientation lectures led by local Quiteños, city maps, and a tour of the city by a local NGO (Fundación CIMAS) : includes bus fare and tour guide compensation, \$10/person * 16 people (2 staff members from the shelter will accompany VILA's 14 members)	\$160.00	\$160.00	\$0.00	\$0.00		\$0.00
7740 Accommodations	Two-day orientation stay at local hostel, \$5/day*2 days*14 people	\$140.00	\$140.00	\$0.00	\$0.00		\$0.00
Totals:		\$300.00	\$300.00	\$0.00	\$0.00		\$0.00

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Event: Daily Living Expenses in Quito

All volunteers will live in the shelter, La Casa de la Niñez, for the entire trip (2 months), except for the two volunteers in the rural placements in Ambato, who will live with host families. VILA supervisors will live offsite in a reduced rate apartment. All VILA members will eat lunch with the shelter kids, while breakfast and dinner will be prepared and eaten independently in the shelter.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
7740 Accommodations	Discounted cost of accommodations for trip supervisors, \$100/month*2 months	\$200.00	\$200.00	\$0.00	\$0.00		\$0.00
7740 Accommodations	Discounted host family placements for two volunteers in Ambato, \$9/day*67 days* 2 volunteers	\$1,206.00	\$1,206.00	\$0.00	\$0.00		\$0.00
7710 Travel Fares	Weekly budget of \$10 per volunteer for transportation to and from the shelter, to buy groceries, supplies, and run errands for the shelter.	\$100.00	\$100.00	\$0.00	\$0.00		\$0.00
6510 Regular Meeting Food	lunch at shelter every day, \$0.50/day*67 days*10 people	\$569.50	\$569.50	\$0.00	\$0.00		\$0.00
6510 Regular Meeting Food	\$140 weekly grocery budget for food to be cooked in the shelter for lunch and dinner, 8 weeks	\$1,120.00	\$1,120.00	\$0.00	\$0.00		\$0.00
Totals:		\$3,195.50	\$3,195.50	\$0.00	\$0.00		\$0.00

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Event: Supervisor Responsibilities

Two supervisors will be running the program all summer. They are responsible for running errands, taking volunteers to necessary medical facilities, maintaining correspondence with volunteers' families, and organizing activities both within and outside of the shelter.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
7120 Phone	Telephone costs within Ecuador and abroad. 0.10/min in Ecuador*300 min*2 advisors, plus □0.20/min to U.S.A.*100 min*2 advisors	\$100.00	\$100.00	\$0.00	\$0.00		\$0.00
6320 Technical Services	E-mail will be the primary contact with the University, sponsors, and volunteers' families, \$1/hr*100 hrs*2 advisors	\$200.00	\$200.00	\$0.00	\$0.00		\$0.00
7710 Travel Fares	Daily bus and trolley transportation to and from the shelter, \$0.80/day*67 days*2 supervisors	\$107.20	\$107.20	\$0.00	\$0.00		\$0.00
Totals:		\$407.20	\$407.20	\$0.00	\$0.00		\$0.00

Event: Supervisor Stipend

In order to entice qualified, reliable, and dedicated supervisors we are offering a \$2500/supervisor stipend to compensate for any money supervisors could have made by receiving a fellowship or working at home. It is fundamental to VILA, especially with the additional volunteers and multiple placements this year, to have fully dedicated and hard-working supervisors, so this stipend is an absolutely necessary expense.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
6110 Officer Salary	\$2500 stipend/supervisor *2 supervisors	\$5,000.00	\$5,000.00	\$0.00	\$0.00		\$0.00
Totals:		\$5,000.00	\$5,000.00	\$0.00	\$0.00		\$0.00

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Event: Volunteer/street child outings

Volunteers will subsidize events with street children in Quito, that include museum visits, movies, or cultural events.

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7840 Tickets Expense	\$2/ticket*75 people (15 volunteers+60 street children)	\$150.00	\$150.00	\$0.00	\$0.00		\$0.00
7060 Programming Expenses	Subsidized outing to panflute and indigenous performance, \$2/ticket* people (15 volunteers+60 children)	\$150.00	\$150.00	\$0.00	\$0.00		\$0.00
Totals:		\$300.00	\$300.00	\$0.00	\$0.00		\$0.00

Event: Art Show in La Casa de la Niñez

After a summer of teaching the children how to express themselves through various mediums of art, there is a large art show exhibited at the end of August, which showcases all of the work children have done throughout the summer.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
7410 Equipment Purchase (Non-Cap)	Equipment Expenses to purchase art supplies = \$95.00 <input type="checkbox"/> Art supplies include : <input type="checkbox"/> Paint, \$1/bottle*25 bottles <input type="checkbox"/> Paper, \$1.50/ream*5 reams <input type="checkbox"/> Glue, \$.50/bottle*15 bottles <input type="checkbox"/> Macrame thread, \$.25/ball*100 balls <input type="checkbox"/> Crayons, \$1/box*30 boxes	\$95.00	\$95.00	\$0.00	\$0.00		\$0.00
Totals:		\$95.00	\$95.00	\$0.00	\$0.00		\$0.00

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Event: Sunday night dinners

Volunteers and supervisors meet over a weekly dinner to discuss the week's events, give feedback, and express concerns about their work. This is conducted away from the shelter at a local restaurant in Quito to give the volunteers a mental break from their work.

GL Code:	Explanation/Itemization:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
7710 Travel Fares	Trolley fare to/from dinner and place of residence, \$0.80/person*14 people*8 weeks	\$89.60	\$89.60	\$0.00	\$0.00		\$0.00
6510 Regular Meeting Food	\$5/person*14 people*8 meals	\$560.00	\$560.00	\$0.00	\$0.00		\$0.00
Totals:		\$649.60	\$649.60	\$0.00	\$0.00		\$0.00

Totals:	Budgeted:	Requested:	Recommended:	Approved:	Petitioned:	Approved in Election:
	\$24,055.63	\$24,055.63	\$12,232.00	\$12,232.00		\$12,232.00

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Revenue Report:

Source:	Amount:
Program Fee : \$10,800 Unrestricted	\$10,800.00
Total:	\$10,800.00