

Status: **led with Modifications**

Financial Officer: Sam Wertheimer

APPLICATION SUMMARY

Application Summary	Budgeted	Requested	Recommended	Approved	Petitioned	Elected
APPLICATION TOTALS	\$(13,416.96)	\$23,217.96	\$335.96	\$335.96	\$22,449.96	
Undergraduate Special Fees		\$23,217.96	\$335.96	\$335.96	\$22,449.96	
6110 - Officer Salary	\$(5,000.00)	\$5,000.00	\$0.00	\$0.00	\$5,000.00	
7710 - Travel Fares	\$(11,201.00)	\$11,201.00	\$40.00	\$40.00	\$11,201.00	
7720 - Gas	\$(20.00)	\$20.00	\$0.00	\$0.00	\$20.00	
7740 - Accomodations	\$(5,148.00)	\$4,548.00	\$0.00	\$0.00	\$4,548.00	
7140 - Copies (Not Marketing)	\$(53.96)	\$53.96	\$53.96	\$53.96	\$53.96	
7220 - Marketing Copies / Print Expenses	\$(42.00)	\$42.00	\$42.00	\$42.00	\$42.00	
6560 - Event Food	\$(190.00)	\$443.00	\$55.00	\$55.00	\$155.00	
7020 - Co-Sponsorship Expenses	\$(300.00)	\$300.00	\$0.00	\$0.00	\$300.00	
7120 - Phone	\$(145.00)	\$145.00	\$25.00	\$25.00	\$145.00	
6320 - Technical Services	\$(75.00)	\$75.00	\$0.00	\$0.00	\$75.00	
6500 - Training Mat	\$(248.00)	\$248.00	\$120.00	\$120.00	\$248.00	
6510 - Regular Meeting Food		\$1,142.00	\$0.00	\$0.00	\$662.00	

QUESTIONS & ANSWERS

Has your VSO received funding from the ASSU Undergraduate Senate Appropriations Committee in prior years? If so, how much and when?

Since its inception in 2000, VILA has received funds from the Undergraduate Appropriations Senate Committee through the form of Special Fees every year. We have been continually funded the amount of our requested budget. This amount has undergone minor changes over the past six years because of changes in costs and in alternative funding sources. In 2005-2006 we received around \$11,500 and in 2006-2007 we received \$12,232.

Have you registered your events/organizations with events.stanford.edu? (note: registration is mandatory) (yes/no)

Yes.

How large is your officer core?

4 Officers

If you applied for Special Fees last year, is there an increase in the amount you're seeking this year? If so, why?

There is a small increase in the amount VILA is seeking this year in comparison to last year. This increase can be attributed to increased living expenses in Quito, Ecuador, a rapidly developing city (specifically costs of food, accommodation, and transportation in and around Quito). VILA has actually cut expenses from our budget and increased external sources of alternate funding through fundraising and program fees, however the increased cost of living in Quito offsets these changes, resulting in an overall slight increase in amount of funding requested.

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

Campus-logistical Costs cover (1) print advertising and supplemental utensils necessary for such campaigns, (2) purchases, which include memorabilia, photo documentation of the work during the summer and post office fees which all cover packages sent to the shelters in Ecuador (3) costs of continued communication with host families.

Costs in Ecuador include adequate intermittent housing, individual home-stays in secured areas for each volunteer, costs of transportation from home to the workplace, costs of adequate nutriment while at the shelter, and airfare to and from the country.

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

1)Assets: \$3,785.59

2)Reserves: \$23.40

3)Stanford Fund Account Balance: \$395.87

4)Other sources of funding: volunteer dues (\$900*10 volunteers), departmental donations (\$550), fundraising (\$118)

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

VILA has applied for Special Fees each year since our inception in 2000. As described above, in 2005-2006 VILA received around \$11,500 and in 2006-2007 we received \$12,232.

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

Since our events are mostly for the current student body, we plan to publicize through mailing lists, e-flyers, house meeting announcements, and word of mouth. In the case of larger events, we will publicize through relevant academic departments and posters in academic and community buildings. We are registered with the Events at Stanford, in the case that we hold a larger event.

How many members are on your email list?

12

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.

We are not an umbrella group

Please describe a few past events organized by our VSO (please limit your response to 50-100 words).

Most of VILA's programming on campus centers on recruitment and training of new members. The goal is to make our summer work in Latin America successful. Besides periodic information sessions on our work and weekly spring training for volunteers and those interested in VILA, we also hold events for the Stanford community with the goal of raising awareness about the issues of concern to our group. The most recent event, "Children and the Cycle of Poverty in Latin America" (1/22/07) was a presentation and question-answer session about the conditions of street children and other poverty-stricken populations in Latin America.

What are the three largest line item requests in your budget and why?

#1: Travel Fares (Amount Requested: \$10,920) Our group depends on travel to Ecuador where we conduct our service efforts.

#2: Officer Salary (\$5,000) The two group officers must return to Ecuador for a second summer to conduct the volunteers and oversee all activities at all shelters. This amount is necessary to provide incentive for the second summer abroad, as well as provide sufficient funds for the officers to rent an apartment for the summer in a central location from which they can coordinate VILA volunteers at shelters throughout Quito.

#3: Accommodations: (\$3,000) An integral aspect of the VILA experience is the cultural exchange between volunteers and host families. Budgeting this amount allows VILA to facilitate this link.

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

As described above, VILA holds an annual "Children and the Cycle of Poverty in Latin America" presentation and discussion to introduce our group and service projects as well as to provide an update on the current situation of poverty in Latin America.

What is the average attendance at your events?

30

What is the fundamental goal/purpose of your VSO (please limit your response to 50-100 words)?

VILA aims to promote sustainable development by working, collaborating, and assisting with local community organizations, value and utilize community knowledge and resources in the implementation of programs, enhance youth leadership and empowerment, build personal relationships, facilitate transparent dialogue and cross-cultural understanding through international volunteer and service-learning opportunities, encourage critical social reflection and personal growth, and provide financially feasible volunteer opportunities.

What is your total membership?

12 Total members

What percentage of your total membership is undergraduate? Graduate?

100% undergradutate

When and why was your VSO established (please limit your response to 50-100 words)?

Volunteers in Latin America (VILA) was established in 2000 with the goal of connecting proficient Spanish-speaking Stanford students interested in international development with meaningful service-learning opportunities in Latin America. On a small scale, we advance the education and dignity of children and their families.

Why are you requesting Special Fees?

VILA relies on Special Fees to help support our social development projects in Latin America.

BUDGET DETAIL

	Budgeted	Requested	Recommend	Approved	Petitioned	Elected
EVENT #1 – Volunteer Recruitment	\$(21.00)	\$21.00	\$21.00	\$21.00	\$21.00	
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 poten						
7220	<i>\$0.07/copy*300 copies for flyers</i>					
Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)	\$(21.00)	\$21.00	\$21.00	\$21.00	\$21.00	
EVENT #10 – On-site Volunteer Orientation in Quito	\$(516.00)	\$516.00	\$0.00	\$0.00	\$516.00	
The entire VILA group will spend three days in downtown Quito becoming acquainted with the city and its customs. This includes tours of the city and visits to the shelter where						
6500	<i>Maps and safety materials for each volunteer</i>					
Training Mat (Undergraduate Special Fees/Annual)	\$(48.00)	\$48.00	\$0.00	\$0.00	\$48.00	
7740	<i>Orientation stay at local hostel with meals,</i>					
Accommodations (Undergraduate Special Fees/Annual)	\$(468.00)	\$468.00	\$0.00	\$0.00	\$468.00	
Event #11- Daily Living Expenses in Quito	\$(3,950.00)	\$3,950.00	\$0.00	\$0.00	\$3,950.00	
All volunteers will live in the shelter, La Casa de la Niñez, for one month and live with a host family for one month. Lunch will be eaten at the shelter with the kids, while						
7710	<i>.75/day/volunteer for transportation to and from the shelter during the month when they live with host families (4 weeks, 10 volunteers).</i>					
Travel Fares (Undergraduate Special Fees/Annual)	\$(150.00)	\$150.00	\$0.00	\$0.00	\$150.00	
7740	<i>Discounted host family placements for ten volunteers for one month</i>					
Accommodations (Undergraduate Special Fees/Annual)	\$(3,000.00)	\$3,000.00	\$0.00	\$0.00	\$3,000.00	
7740	<i>Expenses include \$40 weekly board fees for residents at shelter, 8 weeks; also includes board fees for volunteers living at homestays (1.5/meal/day*40 working days*8 people)</i>					
Accommodations (Undergraduate Special Fees/Annual)	\$(800.00)	\$800.00	\$0.00	\$0.00	\$800.00	
EVENT #12 – Supervisor Responsibilities	\$(285.00)	\$285.00	\$90.00	\$90.00	\$285.00	
Two supervisors will be running the program all summer. They are responsible for running errands, taking volunteers to necessary medical facilities, maintaining correspondan						
6320	<i>E-mail will be the primary contact with the University, sponsors, and volunteers’ families, \$.75/hr*100 hrs</i>					
Technical Services (Undergraduate Special Fees/Annual)	\$(75.00)	\$75.00	\$0.00	\$0.00	\$75.00	
7120	<i>\$60 cell phone purchase/person*2 people</i>					
Phone (Undergraduate Special Fees/Annual)	\$(120.00)	\$120.00	\$0.00	\$0.00	\$120.00	
7140	<i>On site printing for budgets, event info, and programming.</i>					
Copies (Not Marketing) (Undergraduate Special Fees/Annual)	\$(50.00)	\$50.00	\$50.00	\$50.00	\$50.00	
7710	<i>Daily bus and trolley transportation to and from the shelter, \$.50/day*40 days*2 supervisors</i>					
Travel Fares (Undergraduate Special Fees/Annual)	\$(40.00)	\$40.00	\$40.00	\$40.00	\$40.00	
EVENT #13 - Supervisor Stipend	\$(5,000.00)	\$5,000.00	\$0.00	\$0.00	\$5,000.00	
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 receiv						
6110	<i>\$2500 stipend/supervisor *2 supervisors</i>					
Officer Salary (Undergraduate Special Fees/Annual)	\$(5,000.00)	\$5,000.00	\$0.00	\$0.00	\$5,000.00	
EVENT #14 – Volunteer/street child outings	\$(300.00)	\$300.00	\$0.00	\$0.00	\$300.00	
Volunteers will subsidize events with street children in Quito, that include museum visits, movies, or cultural events.						
7020	<i>Funds will be used in conjunction with shelter funds to defray cost of Sunday matinee movie; \$300.00 total cost = \$150 VILA contribution + \$150 shelter contribution = (\$4/ticket*75 people (12 volunteers+3 shelter staff + 60 street children))</i>					
Co-Sponsorship Expenses (Undergraduate Special Fees/Annual)	\$(150.00)	\$150.00	\$0.00	\$0.00	\$150.00	
7020	<i>Help shelter defray cost for August-in-Quito Cultural event: \$300 total cost = \$150 VILA contribution + \$150 shelter contribution = (\$4/ticket * 75 people (12 volunteers+3 shelter staff +60 children))</i>					
Co-Sponsorship Expenses (Undergraduate Special Fees/Annual)	\$(150.00)	\$150.00	\$0.00	\$0.00	\$150.00	
EVENT #16 – Weekly dinners	\$(608.00)	\$608.00	\$0.00	\$0.00	\$608.00	
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 sh						
7080	<i>\$.5/person*12 people*8 meals</i>					
Event Supplies Expenses (Undergraduate Special Fees/Annual)	\$(560.00)	\$560.00	\$0.00	\$0.00	\$560.00	
7710	<i>\$.50/person*12 people*8 weeks</i>					
Travel Fares (Undergraduate Special Fees/Annual)	\$(48.00)	\$48.00	\$0.00	\$0.00	\$48.00	
EVENT #17 – &quot;Food as a cultural medium&quot; breakfast	\$(102.00)	\$102.00	\$0.00	\$0.00	\$102.00	
The weekend that VILA is at the shelter, we cook an American breakfast (pancakes, eggs, hashbrowns) for the children and staff living in the shelter, so as to facilitate cultural						

Volunteers In Latin America 8838

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ASSU Special Fees

2/21/2007

	Budgeted	Requested	Recommend	Approved	Petitioned	Elected
EVENT #17 – "Food as a cultural medium" breakfast	\$(102.00)	\$102.00	\$0.00	\$0.00	\$102.00	
The weekend that VILA is at the shelter, we cook an American breakfast (pancakes, eggs, hashbrowns) for the children and staff living in the shelter, so as to facilitate cultural						
7080	Refreshments = \$102.00	\$(102.00)	\$102.00	\$0.00	\$0.00	\$102.00
Event Supplies Expenses (Undergraduate Special Fees/Annual)	<i>Ingredients make a meal to feed 87 people (17 VILA, 60 children, 10 staff)</i>					
	<i>Eggs : 15 dozen eggs*\$1/dozen = \$15.00</i>					
	<i>Pancake mix : 8 boxes*\$3/box = \$24.00</i>					
	<i>Syrup : 8 bottles*\$4/bottle = \$32.00</i>					
	<i>Chocolate mix-ins : 7 bags*\$4/bag = \$28.00</i>					
	<i>Potatoes : 5 lbs*\$0.60/lb = \$3.00</i>					
EVENT #2—Volunteer Introductory Retreat	\$(480.00)	\$480.00	\$0.00	\$0.00	\$480.00	
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						
6500	Supplies: paper, binders, markers, special supplies for activities etc. \$50.00	\$(80.00)	\$80.00	\$0.00	\$0.00	\$80.00
Training Mat (Undergraduate Special Fees/Annual)	<i>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</i>					
	<i>Dinner, Breakfast and Lunch for 14 new applicants, food bought at Safeway and prepared by participants (\$2.40/person/meal)</i>	\$(100.00)	\$100.00	\$0.00	\$0.00	\$100.00
7720	Transportation to and from retreat	\$(20.00)	\$20.00	\$0.00	\$0.00	\$20.00
Gas (Undergraduate Special Fees/Annual)						
7740	Rooms at \$20/night/person (14 people: 10 volunteers, 2 supervisors, 2 officers)	\$(280.00)	\$280.00	\$0.00	\$0.00	\$280.00
Accommodations (Undergraduate Special Fees/Annual)						
EVENT #3 –Prefield Training: Spring Quarter	\$(120.00)	\$120.00	\$120.00	\$120.00	\$120.00	
Weekly meetings are held in Spring quarter to train and prepare students for the summer volunteer experience.						
6500	Example Preoperational reading material	\$(120.00)	\$120.00	\$120.00	\$120.00	\$120.00
Training Mat (Undergraduate Special Fees/Annual)	<i>Paulo Friere, Pedagogy of the Oppressed (priced at www.amazon.com) \$14.95</i>					
	<i>Tobias Hecht, At Home in the Street (priced at www.bn.com) \$21.00</i>					
	<i>J.J. Thomas, Surviving in the City: The informal sector in Latin America (priced at www.bn.com) \$14.95</i>					
	<i>Gary Barker and Felicia Knaul, Exploited Entrepreneurs: Street and Working Children in Developing Countries (copying fees) \$4.00</i>					
EVENT #6—Pre-Departure Communication with Ecuador	\$(25.00)	\$25.00	\$25.00	\$25.00	\$25.00	
To ensure continuing successful relationships with all of our community counterparts and host agencies in Quito, there will be regular verbal (telephone) communication between						
7120	\$0.40/minute * 60 minutes (estimated)	\$(25.00)	\$25.00	\$25.00	\$25.00	\$25.00
Phone (Undergraduate Special Fees/Annual)						
EVENT #7 – Debriefing meeting, fall quarter 2007	\$(28.96)	\$28.96	\$28.96	\$28.96	\$28.96	
Upon arrival back to campus, volunteers will meet to discuss their experiences, fill out evaluation forms, and help plan for the upcoming year.						
6560	Refreshments/thank you cake from Safeway	\$(25.00)	\$25.00	\$25.00	\$25.00	\$25.00
Event Food (Undergraduate Special Fees/Annual)						
7140	\$0.03/page*11 pages/volunteer*12 participants	\$(3.96)	\$3.96	\$3.96	\$3.96	\$3.96
Copies (Not Marketing) (Undergraduate Special Fees/Annual)						
EVENT #8 – Informative slide show, fall quarter	\$(51.00)	\$51.00	\$51.00	\$51.00	\$51.00	
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						
6560	Snacks to be served at event	\$(30.00)	\$30.00	\$30.00	\$30.00	\$30.00
Event Food (Undergraduate Special Fees/Annual)						
7220	\$0.07/copy* 300 copies	\$(21.00)	\$21.00	\$21.00	\$21.00	\$21.00
Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)						
EVENT #9 –Travel to Ecuador	\$(10,963.00)	\$10,963.00	\$0.00	\$0.00	\$10,963.00	
10 volunteers and 2 supervisors will fly to Ecuador from their hometown airports in late June, and will return at the end of August.						
7710	Taxi ride from airport to orientation hostel, \$4/person * 12 people	\$(43.00)	\$43.00	\$0.00	\$0.00	\$43.00
Travel Fares (Undergraduate Special Fees/Annual)						

	Budgeted	Requested	Recommend	Approved	Petitioned	Elected
EVENT #9 -Travel to Ecuador	\$(10,963.00)	\$10,963.00	\$0.00	\$0.00	\$10,963.00	
10 volunteers and 2 supervisors will fly to Ecuador from their hometown airports in late June, and will return at the end of August.						
7710						
Travel Fares	Airline flight (purchased at Council Travel),					
(Undergraduate Special Fees/Annual)	\$910/person * 12 people	\$(10,920.00)	\$10,920.00	\$0.00	\$0.00	\$10,920.00
<div style="border: 1px solid black; padding: 5px;"> <p><i>We feel very uncomfortable funding travel and programming expenses that exist off campus, for the benefit of a very small number of students, and away from general student exposure. We urge you to gather the petition signatures you need to put these expenses on ballot.</i></p> </div>						
APPLICATION TOTALS	\$(22,449.96)	\$22,449.96	\$335.96	\$335.96	\$22,449.96	