

Status: **Recommended with Modifications**

Financial Officer: Donald Hoang

**APPLICATION SUMMARY**

Application Summary	Budgeted	Requested	Recommended	Approved	Petitioned	Elected
<b>APPLICATION TOTALS</b>	<b>\$129,630.64)</b>	<b>\$64,815.32</b>	<b>\$58,982.32</b>			
Undergraduate Special Fees		\$64,815.32	\$58,982.32			
6310 - Honoraria Fees	\$(2,800.00)	\$1,400.00	\$1,400.00			
7740 - Accomodations	\$(11,400.00)	\$5,700.00	\$5,700.00			
7710 - Travel Fares	\$(49,756.00)	\$24,878.00	\$19,045.00			
7720 - Gas	\$(8,000.00)	\$4,000.00	\$4,000.00			
7730 - Car / Van Rental	\$(21,994.64)	\$10,997.32	\$10,997.32			
7180 - Educational Literature	\$(3,390.00)	\$1,695.00	\$1,695.00			
7200 - General Marketing Expenses	\$(1,360.00)	\$680.00	\$680.00			
7220 - Marketing Copies / Print Expenses	\$(740.00)	\$370.00	\$370.00			
7130 - Postage/Courier	\$(140.00)	\$70.00	\$70.00			
7140 - Copies (Not Marketing)	\$(410.00)	\$205.00	\$205.00			
7150 - Office Supplies	\$(320.00)	\$160.00	\$160.00			
6500 - Training Mat	\$(1,000.00)	\$500.00	\$500.00			
6560 - Event Food	\$(14,140.00)	\$14,140.00	\$14,140.00			
7120 - Phone	\$(40.00)	\$20.00	\$20.00			
[All Expense Total]	\$(129,630.64)					

## QUESTIONS & ANSWERS

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

Yes, we were approved all three years. We were approved for a budget increase in the elections last year. We would like to maintain that amount, supported by the student body, for this year.

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

No.

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

Alternative Spring Break exposes students to complex social and cultural issues through community visits, experiential learning, direct service, group discussion, readings, and reflection activities. The program's vision is to transform students into advocates of social change on issues affecting our communities.

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

1. Car/Van Rentals: Where possible, local public transportation and walking is used as much as possible. However, most of the trips involve traveling around a broader area (for example, the Bay Area) and require flexible travel options. Thus, where local public transportation is lacking or insufficient, vans are critical for quickly and efficiently transporting a group of fourteen students. As each group requiring vans requires two vans to hold all fourteen students, these costs quickly add up, causing car/van rentals to be the largest line item request for the group's Special Fees Budget.

2. Meeting Food: In addition to a Fall Quarter trip leader welcome dinner and a Winter Quarter trip leader send-off dinner, we have nearly 200 mouths to feed during the 7 day period of Alternative Spring Break. With our current line item request for food, Special Fees pays for about \$5.00/day during the spring break week.

3. Travel Fares: Being close to the physical location of the populations that the trip is serving is key to the success of the program (as the goal of the program is true immersion). However, travel to trip destinations, such as Appalachia, Arizona, Washington DC, and New Orleans can not be replicated in California but are also expensive. We limit the number of trips that can travel outside of California each year but also recognize the value in exploring issues whose geography lies elsewhere. Therefore, we subsidy travel on these trips for students who would otherwise have financial difficulties affording the airfare.

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

events@stanford, flyers, banners, participation in activities fairs, Facebook ads, etc.

**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.**

N/A

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

This is unknown at this point since we are in the process of disbursing our funds for the majority costs of events - ASB trips.

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

As the group's name suggests, ASB's flagship programs are the spring break service-learning trips. While the issues addressed each year are different depending on the interests and selection of the trip leaders, below are the fourteen trips that are offered in this 2008-2009 year:

1. A Veteran's Affair: In Pursuit of Health
2. Asian American Issues: From Identity to Action
3. Crossing the Line(s): Immigration in San Diego
4. Desert USA: The Impact of Immigration on Arizona's Border Communities
5. Design for Social Change: Innovative Community Service
6. Faith in Action: Public Service Through Religious Perspectives
7. Food, Water, Energy: Tracing Our Primary Resources in the SF Bay Area
8. Golden Years in the Golden State: Defying Age Stereotypes in California
9. Harvest of Shame: Healthcare of Underserved Communities in the Central Valley of California
10. Love Shouldn't Hurt: A Multi-disciplinary Exploration of Relationship Abuse
11. Making Molehills out of Mountains: Energy and Development in Appalachia
12. Rising from the Rubble: Moving Forward in Post-Katrina New Orleans
13. Social Entrepreneurship in the Bay Area
14. The Challenge of Identity: The Filipino-American in California

During each of these trips, students are immersed in the issue through direct service, speaking with relevant constituencies, as well as group discussion and reflection. ASB also organizes programs before and after spring break. Prior to the trip, all participants engage in a winter quarter GDR (goal directed reading) on their topic, organized in a similar format to a student-initiated course. The 1 or 2 unit course is sponsored by a faculty advisor and is led by the two trip leaders. These seminars encourage participants to think critically about their topic prior to personal involvement during spring break. After the trip, ASB organizes a reunion for all trip participants and leaders. The organization also invites representatives from local organizations who were involved in the success of the respective trips. The event provides a space for reflection about the spring break experience as a whole, as well as a forum and springboard for new ideas. We also offer and promote mini-grants - where inspired ASB participants can receive seed funding for projects that benefit the entire Stanford campus.

**What is the average attendance at your events?**

In the Fall Quarter trip leaders' class: 30. In the Winter Quarter directed reading classes and On Spring Break trips around the country: 200.

Applications are competitive and are open to the entire campus. Financial aid is also provided.

**Why are you requesting Special Fees?**

Alternative Spring Break is requesting Special Fees because the group requires funding that lies outside of both the amounts and policies for funds granted under General Fees. ASB runs between thirteen and fifteen spring break service-learning experiences each year, making it one of the largest community service organizations on campus. During spring break, ASB covers almost all expenses for participants (in a frugal way), including housing, food, local transportation, and honoraria and program fees. While ASB charges a participant fee (see below for further explanation), the fee covers only part of the full cost of the program for a participant. The program relies on the support of Special Fees and other funding sources for sustainability. Furthermore, ASB provides a financial aid program that partially subsidizes participant fees and travel fares for participants that are designated by the Financial Aid Office as needy. (Students are ranked from 1 to 5, with 5 having the least need. We usually hope to provide partial subsidies to the 1, 2 and 3 participants.) The limited budgets of trips, and the goal and nature of the program, mean that the trip leaders and participants will live simply and frugally during the one week, but the spending that is necessary is funded in large part by Special Fees. As a community service organization in which participants travel to various locations to perform service and learn about social issues, there are various costs that are not typically awarded through General Fees. These include housing costs, which are typically paid as honoraria to churches, schools and local youth centers. Also, car and van rentals are necessary for transport around a metropolitan area. ASB also delivers substantial value to the Stanford community. We are a nationally recognized and renowned Alternative Break program, and coordinators regularly field questions from other campuses seeking to initiate or improve the program at their University. We have been quoted in newspapers such as the San Francisco Chronicle and were featured in The Stanford Fund newsletter, which seeks to raise funds available to all student groups on campus as well as other academic initiatives and financial aid. On campus, ASB is a resource for other groups seeking to create similar programs, like Hillel's new Alternative Spring Break program and the SPOT trips that precede Freshman Orientation for interested Freshmen. ASB has directly inspired the creation of other campus groups, including Stanford Beyond Bars, AIYME and Street Forum.

# Alternative Spring Break 6868

[#2614]

ASSU Special Fees

2/17/2009

## BUDGET DETAIL

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
<b>General Operating Expenses</b>		<b>\$3,700.00</b>	<b>\$3,700.00</b>	<b>\$3,700.00</b>			
These expenses are for the administration of the entire ASB program that involves about 200 students every year. Most amounts in this budget remain the same as last year's except for postage (due to the increase made by USPS.) More specifically, our timeline consists of: weekly classes for ASB trip leaders in the Fall, to prepare them as not only leaders on the Spring Break trip, but also effective facilitators of the group. Each of the 14 ASB trips hold weekly group directed reading classes in the Winter. During Spring Break, each ASB runs for approximately 7 days. During Spring Quarter, we usually organize one reunion for the trip leaders, and one for everyone who participated in the program.							
<b>Location:</b>							
<b>Url:</b>			<b>Contact:</b>			<b>Attendance:</b>	
<b>6500</b> Training Mat (Undergraduate Special Fees/Annual)	ASB Handbook for trip leaders. \$2 per book X 30 trip leaders. Additional Training Materials during Winter Qtr Class	\$(500.00)	\$500.00	\$500.00			
<b>7120</b> Phone (Undergraduate Special Fees/Annual)	Phone calls to local organizations to coordinate meetings.	\$(20.00)	\$20.00	\$20.00			
<b>7130</b> Postage/Courier (Undergraduate Special Fees/Annual)	Postage for sending contracts or materials to organizations.	\$(70.00)	\$70.00	\$70.00			
<b>7140</b> Copies (Not Marketing) (Undergraduate Special Fees/Annual)	\$3 per week for: Agendas for meetings. Organizational reports, e.g. trip itineraries, budgets, student-initiated course syllabi for records. X 10 weeks = \$30, photocopying course readers for classes = \$175	\$(205.00)	\$205.00	\$205.00			
<b>7150</b> Office Supplies (Undergraduate Special Fees/Annual)	Personal journals for participants, supplies for outreach and awareness projects, supplies for projects that are prepped during winter qtr but carried out during spring break	\$(160.00)	\$160.00	\$160.00			
<b>7180</b> Educational Literature (Undergraduate Special Fees/Annual)	Photocopies for course readers and purchases of books.	\$(1,695.00)	\$1,695.00	\$1,695.00			
<b>7200</b> General Marketing Expenses (Undergraduate Special Fees/Annual)	For 200 students on 14 trips: Scrapbook materials and disposable cameras. 2 Facebook ads - one each in the Fall and Winter quarters.	\$(680.00)	\$680.00	\$680.00			
<b>7220</b> Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)	Flyers for advertising participant and trip leader selection processes.	\$(370.00)	\$370.00	\$370.00			
<b>Spring Break Trips</b>							
Local Spring Break trips are within California (stretching from San Diego to Sacramento) and do not require airfare. We had 9 this year, and plan to have the same number next year. There were also 5 Spring Break trips requiring air travel this year, and we plan to have the same amount next year.							
<b>Location:</b>		<b>Contact:</b>			<b>Attendance:</b>		
<b>Url:</b>							
<b>6310</b> Honoria Fees (Undergraduate Special Fees/Annual)	Honoraria is given out to guest speakers who come to campus as part of the group directed reading course in the Winter Quarter, and to particularly helpful community organizations during the trip itself. Allowing for \$50 for the former and the latter, respectively, each trip will need \$100. \$100 per trip X 14 trips = \$1,400. \$30 for group snacks over the course of the winter quarter class (\$3 per class X 10 weeks.) During the trip itself, subsidizing a modest meal per participant per day will total, for each trip = \$10 meal X 7 days X 14 students = \$980. Total = 14 trips X (\$980 +\$30) = \$14,140.	\$(1,400.00)	\$1,400.00	\$1,400.00			
<b>6560</b> Event Food (Undergraduate Special Fees/Annual)	\$30 for group snacks over the course of the winter quarter class (\$3 per class X 10 weeks.) During the trip itself, subsidizing a modest meal per participant per day will total, for each trip = \$10 meal X 7 days X 14 students = \$980. Total = 14 trips X (\$980 +\$30) = \$14,140.	\$(14,140.00)	\$14,140.00	\$14,140.00			
		change to event food for ASB trips					
<b>7710</b> Travel Fares (Undergraduate Special Fees/Annual)	Subsidy of \$42 per trip for 9 local trips. For 5 travel trips with 14 students each, subsidy = \$350 per flight X 14 X 5 = \$24,500.	\$(24,878.00)	\$24,878.00	\$19,045.00			
		only 1/3 of actual costs; taking out \$5833 paying for out out reserves					
<b>7720</b> Gas (Undergraduate Special Fees/Annual)	2 vans are used per trip. We are budgeting a modest amount of 3 tanks of gas on average per trip. \$285.71 per trip X 14 trips = \$4,000. We are requesting a higher level of funding from last year due to rising gas prices.	\$(4,000.00)	\$4,000.00	\$4,000.00			

# Alternative Spring Break 6868

[#2614]

ASSU Special Fees

2/17/2009

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
<b>Spring Break Trips</b>		<b><math>(\\$61,115.32)</math></b>	<b><math>\\$61,115.32</math></b>	<b><math>\\$55,282.32</math></b>			
Local Spring Break trips are within California (stretching from San Diego to Sacramento) and do not require airfare. We had 9 this year, and plan to have the same number next year. There were also 5 Spring Break trips requiring air travel this year, and we plan to have the same amount next year.							
<b>Location:</b>							
<b>Url:</b>							
<b>7730</b> Car / Van Rental (Undergraduate Special Fees/Annual)	There are 2 minivan rentals per trip. According to Enterprise estimates this year, each minivan weekly rental costs: $\$551.99 + 105$ (under 25 driver fee) + $\$54.20 = \$711.19$ . 2 minivans per trip X 14 trips X $\$711.19 = \$19,913.32$ . Reducing this line item amount to fit Special Fees Budget	<b><math>\\$(10,997.32)</math></b>	<b><math>\\$10,997.32</math></b>	<b><math>\\$10,997.32</math></b>			
<b>7740</b> Accommodations (Undergraduate Special Fees/Annual)	There were 9 local trips this year, and we expect this to remain constant next year. Each trip consists of about 12 participants and their trip leaders (usually 2.) For a total of 14 students over 7 days, we are only asking for \$200 per trip for accommodations. Given this, we are asking for $\$200 \times 9 \text{ trips} = \$1,800$ . There were 4 ASB trips requiring air travel this year, but one of them (New Orleans - Katrina) had double the number of participants, so in effect we had 5 trips requiring air travel. Next year, we plan to have the same. For a total of 14 students over 7 days, we will need \$200 per trip for accommodations. Given this, the total we will need for travel trips = $\$200 \times 5 = \$1,000$ . Also some trips face higher costs due to the unavailability of free housing so total cost will be \$5,700	<b><math>\\$(5,700.00)</math></b>	<b><math>\\$5,700.00</math></b>	<b><math>\\$5,700.00</math></b>			
<b>APPLICATION TOTALS</b>		<b><math>\\$(64,815.32)</math></b>	<b><math>\\$64,815.32</math></b>	<b><math>\\$58,982.32</math></b>			

**ACCOUNT BALANCES**

Account		Balance
2-6868-1-0-2800	ALTERNATIVE SPRING BREAK SERV PRJ	\$28,810.10
2-6868-1-0-2830	ALTERNATIVE SPRING BREAK STANFORD FUND	\$0.00
2-6868-2-5-6310	SPR BRK SRV PRJ SPEC FEE HONORARIA FEES	\$1,400.00
2-6868-2-5-6500	SPR BRK SRV PRJ SPEC FEE TRAINING MAT	\$500.00
2-6868-2-5-6510	SPR BRK SRV PRJ SPEC FEE MEETING FOOD	\$14,140.00
2-6868-2-5-7120	SPR BRK SRV PRJ SPEC FEE PHONE	\$20.00
2-6868-2-5-7130	SPR BRK SRV PRJ SPEC FEE POSTAGE/COURIER	\$70.00
2-6868-2-5-7140	SPR BRK SRV PRJ SPEC FEE COPIES (NOT MKTG)	\$205.00
2-6868-2-5-7150	SPR BRK SRV PRJ SPEC FEE OFFICE SUPPLIES	\$160.00
2-6868-2-5-7180	SPR BRK SRV PRJ SPEC FEE ED LITERATURE	\$1,619.74
2-6868-2-5-7200	SPR BRK SRV PRJ SPEC FEE GEN MKTG EXP	\$680.00
2-6868-2-5-7220	SPR BRK SRV PRJ SPEC FEE MKTG COPIES/PRINT EXP	\$370.00
2-6868-2-5-7710	SPR BRK SRV PRJ SPEC FEE TRAVEL FARES	\$13,763.10
2-6868-2-5-7720	SPR BRK SRV PRJ SPEC FEE GAS	\$3,972.94
2-6868-2-5-7730	SPR BRK SRV PRJ SPEC FEE CAR/VAN RENTAL	\$10,997.32
2-6868-2-5-7740	SPR BRK SRV PRJ SPEC FEE ACCOMMODATIONS	\$4,171.00
2-6868-9-0-2820	SPR BRK SRV PRJ RESERVE	\$34,793.08