

Status: **Recommended with Modifications**

Financial Officer: Armando Priego

APPLICATION SUMMARY

Application Summary	Budgeted	Requested	Recommended	Approved	Petitioned	Elected
APPLICATION TOTALS	\$(20,212.67)	\$16,920.00	\$14,970.00			
Modification		\$3,600.00	\$1,650.00			
7150 - Office Supplies 2-5291-9-0-2820	\$(950.00)	\$950.00	\$0.00			
6310 - Honoraria Fees 2-5291-9-0-2820	\$(3,050.00)	\$1,650.00	\$1,650.00			
7060 - Programming Expenses 2-5291-9-0-2820	\$(350.00)	\$350.00	\$0.00			
7080 - Event Supplies Expenses 2-5291-9-0-2820	\$(1,250.00)	\$650.00	\$0.00			
Undergraduate Special Fees		\$13,320.00	\$13,320.00			
6560 - Event Food	\$(5,000.00)	\$5,000.00	\$5,000.00			
7130 - Postage/Courier	\$(70.00)	\$70.00	\$70.00			
7730 - Car / Van Rental	\$(6,142.67)	\$5,450.00	\$5,450.00			
7420 - Equipment Rental	\$(250.00)	\$250.00	\$250.00			
7510 - Facilities Rental	\$(300.00)	\$300.00	\$300.00			
7720 - Gas	\$(1,500.00)	\$1,500.00	\$1,500.00			
7140 - Copies (Not Marketing)	\$(250.00)	\$250.00	\$250.00			
7180 - Educational Literature	\$(400.00)	\$400.00	\$400.00			
7220 - Marketing Copies / Print Expenses	\$(100.00)	\$100.00	\$100.00			
[All Expense Total]	\$(20,212.67)					

QUESTIONS & ANSWERS

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

Yes, for the past two years we have applied and received special fees. Three years ago we opted out of using special fees and instead used our reserve accounts.

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

No there is not an increase.

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

Barrio Assistance provides tutoring and mentoring for elementary school and middle school students from East Palo Alto and Menlo Park. The program provides a forum for Stanford students to interact with neighboring outside communities in a productive and mutually beneficial way. Barrio Assistance also provides food and hosts periodic events for students at large on the Stanford campus.

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

Food, car rentals, and gasoline are our largest line items requests. These line items correspond to services which Barrio Assistance provides weekly to its students and tutors. Food is provided at all events both for tutors, Centro Staff, and tutees, and any other Stanford students at El Centro Chicano. Most of our students are from East Palo Alto and would not be able to attend the program without transportation from their homes. Car rentals and gasoline go toward funding weekly transportation of all tutees to and from Stanford.

What is the average attendance at your events?

Approximately 20-30 tutors are present at each of our tutoring sessions on Fridays and Saturdays, along with a comparable number of students.

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

We plan to publicize our events by registering with Events at Stanford, advertising on email lists, and advertising through the ethnic community center.

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

- 1) Computer, refrigerator, office supplies, library of children's books and textbooks.
- 2) 17268.00
- 3) Only a SSE account
- 4) N/A

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

Barrio Assistance holds a health fair, provides weekly meals for students studying in El Centro Chicano, and hosts a graduation ceremony in the spring.

Why are you requesting Special Fees?

Barrio Assistance provides a service to the larger community but is a student group without a fixed source of funding. Special fees provides a means of funding for such groups on campus.

BUDGET DETAIL

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
Barrio Assistance Tutoring		\$(11,900.00)	\$11,900.00	\$9,950.00			
Friday and Saturday tutoring sessions held weekly at El Centro Chicano. These two hours programs allow elementary and middle school students from East Palo Alto and Menlo Park to interact with Stanford student tutors, who help them with their schoolwork and provide mentoring.							
Location: El Centro Chicano		Contact:		Attendance:			
Url:							
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6560	<i>These funds go towards the food provided weekly by Barrio Assistance for its tutors, coordinators, El Centro Chicano Staff, and any other Stanford student who is in ECC during our tutoring sessions. Typically BA feeds anywhere from 35-55 people over the course of both tutoring sessions.</i>	\$(4,500.00)	\$4,500.00	\$4,500.00			
Event Food (Undergraduate Special Fees/Annual)							
7060	<i>Due to recent legislation requiring drivers to use hands-free devices if using a cell phone while driving we feel the need to buy three bluetooth devices. Our coordinators are on extremely tight schedules during pickups and are often calling parents or other BA staff while driving. To stop every time we have to call would put us over 40 minutes behind schedule on average. For the parents who have to wait for us to pick up their children or the school administrators who wait with the students while we go to pick them up this extra wait time would only deteriorate our reputation and would end in students leaving the program. These devices would only be used while driving for BA, they would not be in ear devices so they can be easily exchangeable.</i>	\$(350.00)	\$350.00	\$0.00			
Programming Expenses (Modification/Modification)							
7080	<i>Funds for various educational activities which typically do not fall under normal categories. Items included would be material for science experiments, cooking utensils and supplies, and recreational equipment etc.</i>	\$(650.00)	\$650.00	\$0.00			
Event Supplies Expenses (Modification/Modification)							
7150	<i>Barrio Assistance will use these funds to purchase printer paper, pencils, pens, ink cartridges, folders, staples, envelopes, paper clips, construction paper, and various other supplies which it uses to plan and execute its weekly tutoring sessions.</i>	\$(950.00)	\$950.00	\$0.00			
Office Supplies (Modification/Modification)							
7730	<i>BA transports its students to and from Stanford each week. Without this service most of our tutees would not be able to participate in the program. Each week Barrio Assistance rents vans from the Haas Center and from Enterprise rental to provide this transportation. Car rentals also go towards shopping for food and supplies which are used in the program.</i>	\$(5,450.00)	\$5,450.00	\$5,450.00			
Car / Van Rental (Undergraduate Special Fees/Annual)							
Barrio Assistance Graduation		\$(1,050.00)	\$1,050.00	\$1,050.00			
At the end of the year, Barrio Assistance has a graduation ceremony for its students and tutors. This event is open to the public and provides food and typically hosts performances from student groups. Expenses involved with this event include food, equipment rental, programming fees, advertising, and other costs.							
Location:		Contact:		Attendance:			
Url:							
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6560	<i>These funds provide food at Barrio Assistance's annual graduation for approximately 125 people, including Stanford tutors, BA students, and their families.</i>	\$(500.00)	\$500.00	\$500.00			
Event Food (Undergraduate Special Fees/Annual)							
7420	<i>These funds provide equipment such as tables, chairs, and a sound system for the ceremony.</i>	\$(250.00)	\$250.00	\$250.00			
Equipment Rental (Undergraduate Special Fees/Annual)							
7510	<i>Barrio Assistance requires minor funding to reserve facilities to periodically host events.</i>	\$(300.00)	\$300.00	\$300.00			
Facilities Rental (Undergraduate Special Fees/Annual)							
General Overhead Expenses		\$(3,970.00)	\$3,970.00	\$3,970.00			
An umbrella event meant to encompass all programming costs which do not fit into a single activity.							

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
General Overhead Expenses		\$(3,970.00)	\$3,970.00	\$3,970.00			
An umbrella event meant to encompass all programming costs which do not fit into a single activity.							
Location:		Contact:		Attendance:			
Uri:							
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6310	<i>These funds will be used as honoraria for BA coordinators at the conclusion of the academic year. In addition these are fees associated with putting on performances by student groups for tutors and students and similar costs.</i>	\$(1,650.00)	\$1,650.00	\$1,650.00			
Honoraria Fees (Modification/Modification)		1400 for officer salary and 250 for speakers--not funded from reserves, want to request on ballot					
7130	<i>Barrio Assistance uses these funds to mail applications and information to families involved in the program.</i>	\$(70.00)	\$70.00	\$70.00			
Postage/Courier (Undergraduate Special Fees/Annual)							
7140	<i>Barrio Assistance makes copies to provide tutors with tutoring handbooks, to provide information for all students and parents, and to reproduce other documents.</i>	\$(250.00)	\$250.00	\$250.00			
Copies (Not Marketing) (Undergraduate Special Fees/Annual)							
7180	<i>Barrio Assistance often needs to update its library to provide students and tutors with relevant useful resources. These funds will support the purchase of textbooks to supplement tutoring, as well as children's books to help students with reading.</i>	\$(400.00)	\$400.00	\$400.00			
Educational Literature (Undergraduate Special Fees/Annual)							
7220	<i>These funds allow Barrio Assistance to produce flyers to recruit both tutors and students to the program.</i>	\$(100.00)	\$100.00	\$100.00			
Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)							
7720	<i>One of the major costs for BA is transportation. Every week BA transports all its students from their homes in East Palo Alto to Stanford. Most of our students would not be able to attend if we did not provide this service. These funds support gasoline purchase involved in this weekly transportation. All cars driven are used to maximum capacity- in total we use two vans on Fridays, and four-five on Saturdays.</i>	\$(1,500.00)	\$1,500.00	\$1,500.00			
Gas (Undergraduate Special Fees/Annual)							
APPLICATION TOTALS		\$(16,920.00)	\$16,920.00	\$14,970.00			

ACCOUNT BALANCES

Account		Balance
2-5291-1-0-2800	BARRIO ASSISTANCE	\$0.78
2-5291-1-0-2830	BARRIO ASSISTANCE STANFORD FUND	\$29.37
2-5291-1-0-9010	BARRIO ASST O/S PURCHASE ORDER	\$0.00
2-5291-2-5-6110	BARRIO SPEC FEE OFFICER SALARY	\$0.00
2-5291-2-5-6310	BARRIO SPEC FEE HONORARIA FEES	\$150.00
2-5291-2-5-6560	BARRIO SPEC FEE EVENT FOOD	\$3,766.77
2-5291-2-5-7080	BARRIO SPEC FEE EVENT SUPPLIES EXP	\$317.71
2-5291-2-5-7130	BARRIO SPEC FEE POSTAGE/COURIER	\$39.60
2-5291-2-5-7150	BARRIO SPEC FEE OFFICE SUPPLIES	\$803.27
2-5291-2-5-7180	BARRIO SPEC FEE ED LITERATURE	\$83.77
2-5291-2-5-7420	BARRIO SPEC FEE EQUIP RENTAL	\$300.00
2-5291-2-5-7460	BARRIO SPEC FEE COSTUMES/UNIFORMS	\$0.00
2-5291-2-5-7510	BARRIO SPEC FEE FACILITIES RENTAL	\$235.00
2-5291-2-5-7720	BARRIO SPEC FEE GAS	\$1,702.87
2-5291-2-5-7730	BARRIO SPEC FEE CAR/VAN RENTAL	\$4,577.53
2-5291-9-0-2820	BARRIO RESERVE	\$17,286.32