### APPLICATION SUMMARY

<table>
<thead>
<tr>
<th>Application Summary</th>
<th>Budgeted</th>
<th>Requested</th>
<th>Recommended</th>
<th>Approved</th>
<th>Petitioned</th>
<th>Elected</th>
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</thead>
<tbody>
<tr>
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<td>38,980.25</td>
<td>38,530.25</td>
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<tr>
<td>Undergraduate Special Fees</td>
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<tr>
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<tr>
<td>7710 - Travel Fares</td>
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<td>6310 - Honoraria Fees</td>
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<td>6320 - Technical Services</td>
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<td>6340 - Security Services</td>
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<td>[All Expense Total]</td>
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</tbody>
</table>
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 and received Special Fees for the past 3 years, with the average amount recommended by the Senate being over $30,000.

If you applied for Special Fees last year, is there an increase in the amount you're seeking this year? If so, why?
We are asking a modest percentage increase over the approved amount from last year in order to sustain the higher level and quality of programming we strove to achieve this year and hope to continue next year.

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

What are the three largest line item requests in your budget and why?
For this upcoming year, our 3 largest line item requests are Event Food, Honorarium, and Equipment Rental. Many of our events are dinner programs, where we feed hundreds of students as part of a larger program and food is essential. Honorarium is also a large necessity for us as many of our events have speakers intended to inspire and motivate our audience; we also have to pay for DJs for certain events. Having DJs and speakers at numerous events requires a lot of aid for Events and Labor Services, and is the reason behind Equipment Rental being such a large line item.

What is the average attendance at your events?
On average, there are approximately 250 to 300 at each event, but many of our events have well over 450 attendees.

Why are you requesting Special Fees?
As a large group encompassing the entirety of the black community and reaching out to the entire Stanford community, our programming is extensive and the numerous large-scale events we organize cannot be covered by only $8000.

Please list all: 1) assets, 2) reserves, 3) authorized and unauthorized non-ASSU bank accounts, 4) sources of funding other than Special
1) 45, 538.29
2) 5,002.68
3) N/A
4) 1769.64, The Stanford Fund

What events/programs does your group hold throughout the year for the Stanford Community?
All of our events, with the exception of Frosh Convocation, are open to all the campus. These events include Kwanzaa Celebration, Battle of the Bay, and Black Love, which are attended by a wide representation of students on campus.

How do you plan to publicize your events/programs to the greater Stanford community? Have you registered with Events at Stanford?
We use flyering as publicity for all our events. In addition to this, we publicize through Facebook events, word of mouth, email, and our group website. Yes.

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
## Battle of the Bay

A showcase of freestyle rap and spoken word talent by students from several colleges throughout the Bay Area.

<table>
<thead>
<tr>
<th>Location: Kresge Auditorium</th>
<th>Contact:</th>
<th>Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budgeted</strong></td>
<td><strong>Requested</strong></td>
<td><strong>Recommended</strong></td>
</tr>
<tr>
<td>Battle of the Bay</td>
<td>$5,296.00</td>
<td>$5,296.00</td>
</tr>
</tbody>
</table>

### Budget Detail

#### Honoraria Fees

- **6310** Honoraria Fees (Undergraduate Special Fees/Annual)  
  - $2,500.00
  - $2,500.00
  - $2,500.00
  - $2,500.00
  - $2,500.00
  - $2,500.00

- **6320** Technical Services (Undergraduate Special Fees/Annual)  
  - $650.00
  - $650.00
  - $650.00

- **6340** Security Services (Undergraduate Special Fees/Annual)  
  - $1,000.00
  - $1,000.00
  - $1,000.00

- **7140** Copies (Not Marketing) (Undergraduate Special Fees/Annual)  
  - $25.00
  - $25.00
  - $25.00

- **7220** Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)  
  - $21.00
  - $21.00
  - $21.00

- **7420** Equipment Rental (Undergraduate Special Fees/Annual)  
  - $850.00
  - $850.00
  - $850.00

- **7510** Facilities Rental (Undergraduate Special Fees/Annual)  
  - $250.00
  - $250.00
  - $250.00

- **7520** Facilities Janitorial (Undergraduate Special Fees/Annual)  
  - $160.00
  - $160.00
  - $160.00

- **7710** Travel Fares (Undergraduate Special Fees/Annual)  
  - $400.00
  - $400.00
  - $400.00

### Battle of the Bay Expenses

- **Attendance:**
  - Battle of the Bay: $5,296.00

### Battle of the Bay Contact:

- **Cubberley**

### Bay Area College Conference

An all-day event to facilitate fellowship and cooperation between Stanford students and those of other local universities. The program consists of workshops and speakers designed to highlight the black college experience and encourage community involvement.

<table>
<thead>
<tr>
<th>Location: Cubberley</th>
<th>Contact:</th>
<th>Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budgeted</strong></td>
<td><strong>Requested</strong></td>
<td><strong>Recommended</strong></td>
</tr>
<tr>
<td>Bay Area College Conference</td>
<td>$4,360.50</td>
<td>$4,360.50</td>
</tr>
</tbody>
</table>

### Bay Area College Conference Budget Detail

#### Honoraria Fees

- **6310** Honoraria Fees (Undergraduate Special Fees/Annual)  
  - $900.00
  - $900.00
  - $900.00

- **6320** Technical Services (Undergraduate Special Fees/Annual)  
  - $363.00
  - $363.00
  - $363.00

- **6560** Event Food (Undergraduate Special Fees/Annual)  
  - $1,000.00
  - $1,000.00
  - $1,000.00

- **7140** Copies (Not Marketing) (Undergraduate Special Fees/Annual)  
  - $40.00
  - $40.00
  - $40.00

- **7220** Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)  
  - $7.50
  - $7.50
  - $7.50

- **7420** Equipment Rental (Undergraduate Special Fees/Annual)  
  - $840.00
  - $840.00
  - $840.00

- **7510** Facilities Rental (Undergraduate Special Fees/Annual)  
  - $400.00
  - $400.00
  - $400.00

- **7520** Facilities Janitorial (Undergraduate Special Fees/Annual)  
  - $160.00
  - $160.00
  - $160.00

- **7710** Travel Fares (Undergraduate Special Fees/Annual)  
  - $400.00
  - $400.00
  - $400.00

### Bay Area College Conference Expenses

- **Attendance:**
  - Bay Area College Conference: $4,360.50

### Bay Area College Conference Contact:

- **Cubberley**
## Assu Special Fees

### Bay Area College Conference
- **Budgeted:** $(4,360.50)
- **Requested:** $4,360.50
- **Recommended:** $4,360.50
- **Approved:**
- **Petitioned:**
- **Elected:**

An all-day event to facilitate fellowship and cooperation between Stanford students and those of other local universities. The program consists of workshops and speakers designed to highlight the black college experience and encourage community involvement.

<table>
<thead>
<tr>
<th>Location</th>
<th>Cubberley</th>
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<tbody>
<tr>
<td>Contact:</td>
<td></td>
</tr>
<tr>
<td>Attendance:</td>
<td></td>
</tr>
</tbody>
</table>

#### 7740 - Accommodations
- **Budgeted:** $(250.00)
- **Requested:** $250.00
- **Recommended:** $250.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*Two nights at local hotel for keynote speaker*

#### Black Liberation Month Kickoff
- **Budgeted:** $(1,650.00)
- **Requested:** $1,650.00
- **Recommended:** $1,650.00
- **Approved:**
- **Petitioned:**
- **Elected:**

New event to celebrate the beginning of Black Liberation Month involving a faculty speaker.

<table>
<thead>
<tr>
<th>Location</th>
<th>Tresidder Oak</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact:</td>
<td></td>
</tr>
<tr>
<td>Attendance:</td>
<td></td>
</tr>
</tbody>
</table>

#### 6310 - Honoraria Fees
- **Budgeted:** $(50.00)
- **Requested:** $50.00
- **Recommended:** $50.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*Honoraria in the form of a gift for faculty speaker.*

#### 6560 - Event Food
- **Budgeted:** $(900.00)
- **Requested:** $900.00
- **Recommended:** $900.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*Light dinner for 225 attendees.*

#### 7420 - Equipment Rental
- **Budgeted:** $(300.00)
- **Requested:** $500.00
- **Recommended:** $500.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*Cost of medium sound system at 310 as well as 2 microphones at 31 each plus projector system and screen*

#### 7510 - Facilities Rental
- **Budgeted:** $(200.00)
- **Requested:** $200.00
- **Recommended:** $200.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*Rental of Tresidder Oak.*

### Black Love
- **Budgeted:** $(4,200.00)
- **Requested:** $4,200.00
- **Recommended:** $4,200.00
- **Approved:**
- **Petitioned:**
- **Elected:**

A Valentine's Day Celebration for the community with student performances and a professional artist performance.

<table>
<thead>
<tr>
<th>Location</th>
<th>Tresidder</th>
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<tbody>
<tr>
<td>Contact:</td>
<td></td>
</tr>
<tr>
<td>Attendance:</td>
<td></td>
</tr>
</tbody>
</table>

#### 6310 - Honoraria Fees
- **Budgeted:** $(2,000.00)
- **Requested:** $2,000.00
- **Recommended:** $2,000.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*Partial cost of Grammy nominated performer for Valentine's Day.*

#### 7420 - Equipment Rental
- **Budgeted:** $(1,000.00)
- **Requested:** $1,000.00
- **Recommended:** $1,000.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*Special equipment for artist (drums, microphones, keyboard) as well as medium sound system at 310.*

#### 7510 - Facilities Rental
- **Budgeted:** $(350.00)
- **Requested:** $350.00
- **Recommended:** $350.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*Cost of Oak Lounge and Cypress meeting room in Tresidder.*

#### 7710 - Travel Fares
- **Budgeted:** $(400.00)
- **Requested:** $400.00
- **Recommended:** $300.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*Roundtrip airfare for performer.*

#### 7740 - Accommodations
- **Budgeted:** $(250.00)
- **Requested:** $250.00
- **Recommended:** $250.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*Two nights at local hotel for performer*

### Black Plaza
- **Budgeted:** $(1,721.00)
- **Requested:** $1,721.00
- **Recommended:** $1,721.00
- **Approved:**
- **Petitioned:**
- **Elected:**

An event that brings together the black Stanford population as well as any other interested students in White Plaza for food, a showcase of Black Volunteer Student Organizations, and the distribution of Black Community Service Center t-shirts.

<table>
<thead>
<tr>
<th>Location</th>
<th>White Plaza</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact:</td>
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</tr>
<tr>
<td>Attendance:</td>
<td></td>
</tr>
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</table>

#### 6560 - Event Food
- **Budgeted:** $(1,700.00)
- **Requested:** $1,700.00
- **Recommended:** $1,700.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*Lunch for 250+ people at the annual Black Plaza at $7 each*

#### 7220 - Marketing Copies / Print Expenses
- **Budgeted:** $(21.00)
- **Requested:** $21.00
- **Recommended:** $21.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*300 flyers on colored paper at $.07 each.*

### BSU Retreat
- **Budgeted:** $(300.00)
- **Requested:** $300.00
- **Recommended:** $150.00
- **Approved:**
- **Petitioned:**
- **Elected:**

*BSU Annual Retreat*

<table>
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<tbody>
<tr>
<td>Contact:</td>
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<tr>
<td>Attendance:</td>
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</table>
## Black Student Union 5298

### ASSU Special Fees

<table>
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<tr>
<th>Event Name</th>
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<th>Approved</th>
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<td>BSU Retreat</td>
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<td>$(150.00)</td>
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<tr>
<td>BSU Annual Retreat</td>
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<tr>
<td>Lunch and dinner and snacks</td>
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<td>$300.00</td>
<td>$(150.00)</td>
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<tr>
<td>Community Cookout</td>
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<td>Freshman Convocation</td>
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<tr>
<td>High School Conference</td>
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<td>$3,950.00</td>
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</table>

### BSU Retreat

**Location:**

**Contact:**

**Attendance:**

#### Budgeted Requested Recommend Approved Petitioned Elected

### Community Cookout

**Two hour event during spring quarter to bring together and facilitate networking opportunities within the greater Stanford community.**

**Location:** Manzanita BBQ pits

**Contact:**

**Attendance:**

#### Budgeted Requested Recommend Approved Petitioned Elected

### Freshman Convocation

An dinner program to inform students on the BSU's history, to enlighten them about the legacy of black students on Stanford's campus, and to provide them with a support system that will increase their sense of belonging to the Stanford community.

**Location:** Tressider Oak Room

**Contact:**

**Attendance:**

#### Budgeted Requested Recommend Approved Petitioned Elected

### High School Conference

All-day conference for local high school students. The program consists of workshops, speakers, and performances designed to highlight the importance of educational achievement and community involvement.

**Location:** Cubberley

**Contact:**

**Attendance:**

#### Budgeted Requested Recommend Approved Petitioned Elected
## High School Conference

All-day conference for local high school students. The program consists of workshops, speakers, and performances designed to highlight the importance of educational achievement and community involvement.

<table>
<thead>
<tr>
<th>Location:</th>
<th>Cubberley</th>
<th>Contact:</th>
<th>Attendance:</th>
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</thead>
<tbody>
<tr>
<td><strong>6310</strong> Honoraria Fees (Undergraduate Special Fees/Annual)</td>
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<tr>
<td><strong>6320</strong> Technical Services (Undergraduate Special Fees/Annual)</td>
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</tr>
<tr>
<td><strong>6560</strong> Event Food (Undergraduate Special Fees/Annual)</td>
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<td></td>
</tr>
<tr>
<td><strong>7140</strong> Copies (Not Marketing) (Undergraduate Special Fees/Annual)</td>
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<td></td>
</tr>
<tr>
<td><strong>7220</strong> Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>7420</strong> Equipment Rental (Undergraduate Special Fees/Annual)</td>
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<tr>
<td><strong>7510</strong> Facilities Rental (Undergraduate Special Fees/Annual)</td>
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<tr>
<td><strong>7520</strong> Facilities Janitorial (Undergraduate Special Fees/Annual)</td>
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</tr>
<tr>
<td><strong>7710</strong> Travel Fares (Undergraduate Special Fees/Annual)</td>
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</table>

### Budgeted: $4,050.00
### Requested: $4,050.00
### Recommended: $3,950.00
### Approved: $4,050.00
### Petitioned: $4,050.00
### Elected: $4,050.00

### Honoraria for motivational speaker to impress upon students the importance of higher education

- **Budgeted:** $1,200.00
- **Requested:** $1,200.00
- **Recommended:** $1,200.00
- **Approved:** $1,200.00
- **Petitioned:** $1,200.00
- **Elected:** $1,200.00

### Required AV technician for Cubberly auditorium for 10 hours.

- **Budgeted:** $363.00
- **Requested:** $363.00
- **Recommended:** $363.00
- **Approved:** $363.00
- **Petitioned:** $363.00
- **Elected:** $363.00

### Snacks (breakfast) and lunch for students and volunteers 7 x 75

- **Budgeted:** $500.00
- **Requested:** $500.00
- **Recommended:** $500.00
- **Approved:** $500.00
- **Petitioned:** $500.00
- **Elected:** $500.00

### Copies of registration packets. 300 packages at 5 pages each. 1500 x $.05

- **Budgeted:** $75.00
- **Requested:** $75.00
- **Recommended:** $75.00
- **Approved:** $75.00
- **Petitioned:** $75.00
- **Elected:** $75.00

### Announcement letters sent to local high schools and organizations. 300 x $.05

- **Budgeted:** $15.00
- **Requested:** $15.00
- **Recommended:** $15.00
- **Approved:** $15.00
- **Petitioned:** $15.00
- **Elected:** $15.00

### Technology replacement fee at 375, Medium sound system at 310, and 2 microphones at 31 each

- **Budgeted:** $747.00
- **Requested:** $747.00
- **Recommended:** $747.00
- **Approved:** $747.00
- **Petitioned:** $747.00
- **Elected:** $747.00

### Cost of renting out classrooms and auditorium in Cubberly, School of Education.

- **Budgeted:** $300.00
- **Requested:** $300.00
- **Recommended:** $300.00
- **Approved:** $300.00
- **Petitioned:** $300.00
- **Elected:** $300.00

### Required ABM janitorial services for 5 rooms at $40 each.

- **Budgeted:** $200.00
- **Requested:** $200.00
- **Recommended:** $200.00
- **Approved:** $200.00
- **Petitioned:** $200.00
- **Elected:** $200.00

### Roundtrip airfare for keynote speaker

- **Budgeted:** $400.00
- **Requested:** $400.00
- **Recommended:** $400.00
- **Approved:** $400.00
- **Petitioned:** $400.00
- **Elected:** $400.00

### 2 nights at local hotel for keynote speaker.

- **Budgeted:** $250.00
- **Requested:** $250.00
- **Recommended:** $250.00
- **Approved:** $250.00
- **Petitioned:** $250.00
- **Elected:** $250.00

### Kwanzaa Celebration

An evening program with dinner, a speech, and performances to educate the community about Kwanzaa and celebrate the holiday. We made an exceptional effort last year to incorporate students outside the black community and had tremendous success.

<table>
<thead>
<tr>
<th>Location:</th>
<th>Ricker dining</th>
<th>Contact:</th>
<th>Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>6310</strong> Honoraria Fees (Undergraduate Special Fees/Annual)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>6560</strong> Event Food (Undergraduate Special Fees/Annual)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>7140</strong> Copies (Not Marketing) (Undergraduate Special Fees/Annual)</td>
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### Keynote speaker for event as well as honoraria for multiple student such as Talisman and Kuumba

- **Budgeted:** $1,500.00
- **Requested:** $1,500.00
- **Recommended:** $1,500.00
- **Approved:** $1,500.00
- **Petitioned:** $1,500.00
- **Elected:** $1,500.00

### Food for event by Stanford Catering at $8 per person for 225 people.

- **Budgeted:** $1,800.00
- **Requested:** $1,800.00
- **Recommended:** $1,800.00
- **Approved:** $1,800.00
- **Petitioned:** $1,800.00
- **Elected:** $1,800.00

### Event programs. 350 at $.07 each.

- **Budgeted:** $17.50
- **Requested:** $17.50
- **Recommended:** $17.50
- **Approved:** $17.50
- **Petitioned:** $17.50
- **Elected:** $17.50

### 300 flyers on colored paper at $.07 each.

- **Budgeted:** $24.50
- **Requested:** $24.50
- **Recommended:** $24.50
- **Approved:** $24.50
- **Petitioned:** $24.50
- **Elected:** $24.50

### Cost of ELS to build stage as well as medium sound system, microphones, and projector.

- **Budgeted:** $900.00
- **Requested:** $900.00
- **Recommended:** $900.00
- **Approved:** $900.00
- **Petitioned:** $900.00
- **Elected:** $900.00

### Rental fee for Ricker dining ($150) as well as supervisor payment for two hours at $25 each.

- **Budgeted:** $200.00
- **Requested:** $200.00
- **Recommended:** $200.00
- **Approved:** $200.00
- **Petitioned:** $200.00
- **Elected:** $200.00

### Parents' Weekend Community Welcome

An event during parents’ weekend to showcase the accomplishments of several VSOs and performing arts groups and expose those in attendance to the cultural richness and diversity in the African diaspora.

- **Budgeted:** $2,678.50
- **Requested:** $2,678.50
- **Recommended:** $2,678.50
- **Approved:** $2,678.50
- **Petitioned:** $2,678.50
- **Elected:** $2,678.50
### Parents’ Weekend Community welcome

An event during parents’ weekend to showcase the accomplishments of several VSOs and performing arts groups and expose those in attendance to the cultural richness and diversity in the African diaspora.

<table>
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**Attended:**

- **Contact:**
- **Tressider Oak**

### The Diaspora Getdown

A large event designed to foster community, invite students to become more involved with the community, and embrace the cultural similarities and differences among Stanford’s black community. The program will include a multi-cultural panel of students discussing their personal experiences, musical performances, and cuisines from all around the African Diaspora.

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<thead>
<tr>
<th>Location:</th>
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**Co-Sponsored:**

### Event Food (Undergraduate Special Fees/Annual)

- **6560:** Dinner for 225 people at $8 each.

### Copies (Not Marketing) (Undergraduate Special Fees/Annual)

- **7140:** 150 programs at $.05 each

### Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)

- **7220:** 300 flyers on colored paper at $.07 each.

### Equipment Rental (Undergraduate Special Fees/Annual)

- **7420:** Medium sound system at 310, 2 microphones at $31 each, plus cost of podium and stage.

### Facilities Rental (Undergraduate Special Fees/Annual)

- **7510:** Cost of Ricker Dining plus on site supervisor for 2 hours.

### APPLICATION TOTALS

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<th>Budgeted</th>
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### Event Food (Undergraduate Special Fees/Annual)

- **6560:** Cultural dinner for 225 people at $8 each.

### Co-Sponsorship Expenses (Undergraduate Special Fees/Annual)

- **7020:** Co-sponsorship expenses for Diaspora Getdown which celebrates the entire cultural diaspora.

### Copies (Not Marketing) (Undergraduate Special Fees/Annual)

- **7140:** 200+ programs at $.05 each

### Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)

- **7220:** 300 flyers on colored paper at $.07 each.

### Equipment Rental (Undergraduate Special Fees/Annual)

- **7420:** Cost of required AV technician as well as medium sound system and extra microphones.

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**APPLICATION TOTALS**

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