

Status: **Recommended with Modifications**

Financial Officer: David Chiang

APPLICATION SUMMARY

| Application Summary | Budgeted | Requested | Recommended | Approved | Petitioned | Elected |
|--|--------------------|--------------------|--------------------|----------|------------|---------|
| APPLICATION TOTALS | \$31,100.76 | \$35,000.00 | \$33,091.00 | | | |
| Joint Special Fees | | \$35,000.00 | \$33,091.00 | | | |
| 6320 - Technical Services | \$(6,000.00) | \$3,000.00 | \$3,000.00 | | | |
| 6500 - Training Mat | \$(8,170.24) | \$2,500.00 | \$2,500.00 | | | |
| 7220 - Marketing Copies / Print Expenses | \$(820.00) | \$820.00 | \$820.00 | | | |
| 7410 - Equipment Purchase (Non-Cap) | \$(16,320.00) | \$8,570.00 | \$6,661.00 | | | |
| 7720 - Gas | \$(7,000.00) | \$4,000.00 | \$4,000.00 | | | |
| 7150 - Office Supplies | \$(3,000.00) | \$1,000.00 | \$1,000.00 | | | |
| 7180 - Educational Literature | \$(1,000.00) | \$500.00 | \$500.00 | | | |
| 7200 - General Marketing Expenses | \$(3,500.00) | \$1,600.00 | \$1,600.00 | | | |
| 6510 - Regular Meeting Food | \$(6,000.00) | \$3,000.00 | \$3,000.00 | | | |
| 6560 - Event Food | \$(9,360.00) | \$7,510.00 | \$7,510.00 | | | |
| 7100 - General Office Expenses | \$(8,000.00) | \$2,500.00 | \$2,500.00 | | | |
| [All Expense Total] | \$(70,120.24) | | | | | |
| [Revenue GL]1000 - Fund Raising | \$101,221.00 | | | | | |
| [All Revenue Total] | \$101,221.00 | | | | | |

QUESTIONS & ANSWERS

Briefly, why are you applying Joint instead of as Undergraduate or Graduate only?

Pacific Free Clinic is a joint venture between Stanford medical, graduate, and undergraduate students. Therefore, a joint application seems most appropriate to represent our volunteer base, which is approximately 50% graduate student (predominantly the medical school, but also including PhD candidates, design school students, business school students, and others) and 50% undergraduate. Our collaborations include working with the Patient Advocacy course for undergraduates, the Design School course "Design for Extreme Affordability"; graduate research initiatives in the biological sciences and health policy, and business school initiatives looking at streamlining our clinic. We train both undergraduates and graduate students, have both groups on our student-run steering committee, and engage both groups in all our activities and enterprises.

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

We promote our events to the entire Stanford community. We utilize email lists with interested students, such as those of the Haas Center, pre-medical list-serves, emails to all Stanford medical students, and other health list-serves. For example, the Biological Sciences Department, the Undergraduate Advising Programs disseminates emails about the opportunities to participate in the educational and clinical experiences at the Pacific Free Clinic. We also have booths at the undergraduate activities fair, GOALIE (graduate student activities fair), the Haas Center Activities fair, and the medical student activities fair. We poster around campus for our quarterly volunteer recruitment, have t-shirts for volunteers to wear around campus and spread the word, and have quarterly volunteer information sessions to interest applicants.

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

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

Yes, for the 2007-2008 Fiscal Year we applied for \$35,000 in Special Fees funding (Joint) and were successful in obtaining full funding. We were able to get the required signatures easily (and also found that many students who signed online became very interested in PFC and its mission, and now some are our regular volunteers).

Our Special Fees petition for the 08-09 petition received the necessary votes in both the graduate and undergraduate population and successfully allowed us to continue clinic operations through the 08-09 academic year.

The Special Fees process further increased our visibility on campus as well as helped ensure that the clinic is able to operate for another 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, there is no increase in the amount requested.

List separately your group's plan and budget for reaching each target audience for Graduate Students- 1) On-campus, 2) Off-campus, and Undergraduate Students.

Our organization has held a number of recruitment events in the past to generate interest and participation in community activism at our free clinic. Specifically, we have promoted our organization's activities at graduate and undergraduate activities fairs, through email lists, flyers, and at organized events like our health screening fairs. Besides providing our undergraduate and graduate volunteers the opportunity to serve the underserved, we also provide extensive training to all student volunteers in areas such as language interpretation, patient interviewing, health education, and clinic operations. This educational component of our clinic's mission provides students with first-hand clinical experience within the community and constitutes a major component of our organization's mission. To further promote community health activism, we provide our student volunteers opportunities to interact with our physician volunteers through events such as BBQ cook-outs, physician-volunteer appreciation dinners, and specialty clinic events. In order to provide these educational and public service opportunities to our graduate and undergraduate student volunteers, we are budgeting \$4,500 this year toward volunteer training, and \$5,000 toward recruitment and community outreach efforts.

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

PFC provides many services, including: 1. Training students to practice community and culturally competent medicine in a low income setting. 2. Training undergraduate and graduate students on how to take a medical history, perform a physical exam, conduct medical interpretation, and educate patients in preventive care. 3. Training students to manage a community clinic serving an underserved, uninsured population. 4. Conducting on-site cholesterol, glucose, and hemoglobinA1C levels. 5. Drawing on-site blood laboratory tests. 6. Providing on-site medical interpretation in Vietnamese, Spanish, and Mandarin. 7. Giving on-site health education to patients. 8. A regular Women's Health Clinic 9. A Cardiovascular Preventive Care Clinic 10. A Hepatitis B Clinic 11. Health Screenings 12. Ultrasound clinic 13. Referrals to other Santa Clara County hospitals and community clinics

Please provide four contacts for your group (two undergraduate, two graduate).

These individuals should be prepared to be called by the Undergraduate Senate or the GSC during the evaluation of the group. Please list their name, title in organization, school/degree program, e-mail, and phone.

- (1) Chad Tang, Student Manager, Stanford School of Medicine Year II, cztang@stanford.edu 509-338-5103
- (2) Peling Lee, Student Manager, Masters Student in Mechanical Engineering, lings@stanford.edu 650-804-1097
- (3) David Chiang, Finance Chair, Co-Terminal Student in Biology, dchiang@stanford.edu 408-209-3150
- (4) Hong-An Nguyen, Interpreter Chair, Junior Undergraduate in Biology, hanguyen@stanford.edu 714-724-7146

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

All of PFC's events are focused on the Stanford community and engaging students interested in health care in underserved communities. We provide training for medical interpreters, patient advocates (undergraduates interested in learning how to perform a medical history), health educators, and pre-clinical students interested in pursuing a career in medicine. We seek to raise awareness on campus of underserved medical communities and the needs of those groups. In the past we have partnered with the California Medical Association to raise on campus and community awareness about antibiotic resistance through the AWARE Program. This year we hope to partner with the the Stanford Student Chapter of the American Medical Association to raise awareness about the uninsured. We seek to connect students interested in medicine with current physicians for informal advising at social BBQs and other events. We also train all first year Stanford medical students on how to perform blood draws, finger sticks, BP checks, PPD placement, etc. We serve as the clinical practicum site for several undergraduate and graduate courses including MED257 for undergraduate students interested in patient advocacy, MED 227 for undergraduate and graduate students interested in ultrasound practice, and MED 283 for undergraduate and graduate students interested in early clinical experience.

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

(1) Assets: a. Stanford Fund - \$1,221 b. ASSU 2800 Funds -\$484.54.
 (2) Reserves: at the time of Special Fees 2009-2010 application: ~\$30,000 remains from our 2008-2009 funds, however this amount reflects the fact that we cut back spending significantly during the first part of this year due to severe restrictions on clinic fundraising and operations, and a hospital audit that resulted in the elimination of our in-house pharmacy and medication services. We are now in the process of restarting and restocking many of our other clinic services that suffered during the cutback, and anticipate that we will use at least half (if not more) of the remaining funds by June, the end of the Special Fees 0809 funding period. We currently have ~\$9000 in reserve funding from the 2007-2008 Funding Period and are reallocating those funds as necessary. (3) non-ASSU bank Accounts: (Committed Sources) a. Stanford TECU (Tuition Credit) Funds - \$30,000 (4) Sources of funding other than Special Fees: a. The Health Trust - \$58,049 d. Gilead Foundation - \$10,000

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

Event Food - \$6000; Equipment - \$5750; Gas - \$4000. All three of these line items fall under the category of general clinic operations. For food, we run 50 Saturday clinics for approximately 40 undergraduate, graduate, and physician volunteers from 8:30am to 4:30pm or later. The drive is about 40 miles round trip and volunteers are expected to stay the whole time. Therefore, it is necessary to provide a small lunch for the volunteers in order to maintain their energy and continued volunteer service for the patients who would otherwise not receive any healthcare or healthcare education. Equipment is also a vital expenditure for the clinic. Medical equipment needs to be restocked constantly because of their constant usage (blood collection tubes, syringes, examination gloves, tongue depressors, blood pressure cuffs, etc.), and in order to maintain a quality standard of care, it is vital that we make sure we are fully stocked with the proper medical equipment necessary to provide effective healthcare and education and screenings. Lastly, Gas is a necessary expense. Given the rising costs of gas, carpooling is highly encouraged for all students, but subsidizing a little for gas is important for continued clinic volunteering and participation. Pacific Free Clinic is ~40 miles roundtrip for any Stanford student and carpools are encouraged. Assuming at least 3 volunteers to a car, that is at least 13 cars every Saturday and at \$0.25/mile for 50 Saturdays, the total comes out to ~\$6500.

What is the average attendance at your events?

PFC typically has 40 volunteers each Saturday for our primary care clinic. This includes 1 student manager, 6 student coordinators, 7 medical student patient advocates, 8 undergraduate/community patient advocates, 1 ultrasound student, 2 screening students, 5 health educators, 8 medical interpreters, and 2 physicians. At our screening events, we have on average 10 volunteers seeing approximately 200 members of the community. Our annual volunteer appreciation dinner has approximately 200 people in attendance and our student-physician BBQ had approximately 40 people attend. We had ~50 people attend our physician recruitment brunch.

What percentage of your beneficiaries are (explain basis or how this was determined) graduates and undergraduates?

50% of our beneficiaries are graduate students (predominantly medical students) while the remaining 50% of our beneficiaries are our undergraduate members. This is based primarily on the make-up of our volunteer base which is split fairly evenly between the two groups. Training, clinical education, as well as the opportunity to serve is provided to all volunteers who participate.

Why are you requesting Special Fees?

PFC is requesting the amount listed on our budget in order to continue our three-fold mission of service to the community, focusing on culturally-competent care, and educating students about health care. As a student run organization dealing with the formidable task of providing access to free health care and health care education for underserved immigrant populations and simultaneously offering students an educational experience in the dissemination of health care, PFC is financially disadvantaged. The ASSU Special Fees appropriations will help ensure the clinic is financially sound and able to continue its operations of providing Stanford students and community members continued access to community service and education.

BUDGET DETAIL

| | | Budgeted | Requested | Recommend | Approved | Petitioned | Elected |
|--|---|-------------------------------|--------------------|--------------------|--------------------|------------|---------|
| Community Health Outreach | | \$(2,500.00) | \$2,500.00 | \$2,500.00 | | | |
| Every year, PFC coordinates ~2-3 health screening events per school quarter (6-9 events/year). Since October 2005, for example, PFC has combined efforts with Arbor Free Clinic to provide blood pressure measurements and glucose & cholesterol readings to more than 900 people. For the three most recent events, the screen team served ~350 people within the Santa Clara and San Mateo Counties. The health outreach events reach more than 1000 underserved people each year and provide basic health information to increase health awareness. Approximately 12 medical and undergraduate volunteers participated in each screening event. | | | | | | | |
| Location: | | Contact: | | | Attendance: | | |
| Url: | | | | | | | |
| | | Budgeted | Requested | Recommend | Approved | Petitioned | Elected |
| 6560 | <i>food for volunteers (\$60 per screening event); approximately 12-15 volunteers (both graduate and undergraduate) per event</i> | \$(360.00) | \$360.00 | \$360.00 | | | |
| Event Food (Joint Special Fees/Annual) | | | | | | | |
| 7220 | <i>Photocopies for advertisement fliers, booth banners, intake forms, etc. for screening and clinic events (~200 people/event)</i> | \$(820.00) | \$820.00 | \$820.00 | | | |
| Marketing Copies / Print Expenses (Joint Special Fees/Annual) | | | | | | | |
| 7410 | <i>Medical supplies such as cholesterol and glucose test strips, gloves, etc. for Health Screening Events</i> | \$(1,320.00) | \$1,320.00 | \$1,320.00 | | | |
| Equipment Purchase (Non-Cap) (Joint Special Fees/Annual) | | | | | | | |
| General Clinic Operations | | \$(34,500.00) | \$18,250.00 | \$16,341.00 | | | |
| PFC focuses on providing primary health care for the medically underserved community in a culturally competent manner. PFC is open on Saturdays and sees on average 32 patients per clinic. PFC has seen approximately 1500 patients in 4500 unique patient visits since 2003. PFC provides basic primary care, lab tests, patient medications, and referrals for those services we do not offer on-site. In addition, office supplies are needed for the running of this Saturday clinic. | | | | | | | |
| Location: | | Contact: | | | Attendance: | | |
| Url: | | | | | | | |
| | | Budgeted | Requested | Recommend | Approved | Petitioned | Elected |
| 6560 | <i>Covers the cost of food to all clinic volunteers (students and physicians) at each clinic day every Saturday (~40 clinic people per day at \$3.50/person and 50 Saturday clinics a year)</i> | \$(7,500.00) | \$6,000.00 | \$6,000.00 | | | |
| Event Food (Joint Special Fees/Annual) | | | | | | | |
| 7100 | <i>Covers general office supplies (such as paper and toner for printer, chairs, filing supplies, pens, tape, staples, etc.). Also will cover any clinic furniture such as folding chairs that are necessary.</i> | \$(8,000.00) | \$2,500.00 | \$2,500.00 | | | |
| General Office Expenses (Joint Special Fees/Annual) | | | | | | | |
| 7410 | <i>Covers the cost of medical and laboratory supplies (such as glucose monitors, blood pressure cuffs, gloves, cholesterol readers, test tubes for blood collection, specimen cups, medical test strips, needles, on-site first aid kit, etc.) for clinic operations.</i> | \$(13,000.00) | \$5,750.00 | \$3,841.00 | | | |
| Equipment Purchase (Non-Cap) (Joint Special Fees/Annual) | | | | | | | |
| | | 1909 funded from the reserves | | | | | |
| 7720 | <i>Covers the cost of commuting to and from clinic or community screening events. Carpools are encouraged in order to maintain the cost of gas for drivers</i> | \$(6,000.00) | \$4,000.00 | \$4,000.00 | | | |
| Gas (Joint Special Fees/Annual) | | | | | | | |
| Health Education Program | | \$(2,000.00) | \$1,500.00 | \$1,500.00 | | | |
| As part of our new initiative to increase patient empowerment, PFC has trained undergraduates and grad students on how to serve as health educators to patients. In this capacity, they inform the patients more about their medications and health conditions and work with them to develop a healthy lifestyle that they can sustain over many years. | | | | | | | |
| Location: | | Contact: | | | Attendance: | | |
| Url: | | | | | | | |
| | | Budgeted | Requested | Recommend | Approved | Petitioned | Elected |
| 7150 | <i>Training binders and other such office supplies (pens, staples, paper, post-its, etc.) will be used by Health Educators and volunteers in order to be trained in health education and to properly relay their knowledge to patients.</i> | \$(1,000.00) | \$1,000.00 | \$1,000.00 | | | |
| Office Supplies (Joint Special Fees/Annual) | | | | | | | |
| 7180 | <i>Health education materials and cost of printing and providing them for patients and community members at health fairs and the clinic. Topics covered include hypertension, high cholesterol, obesity, hepatitis B, diabetes, and other chronic conditions)</i> | \$(1,000.00) | \$500.00 | \$500.00 | | | |
| Educational Literature (Joint Special Fees/Annual) | | | | | | | |
| Public Relations | | \$(5,000.00) | \$2,750.00 | \$2,750.00 | | | |
| In order to sustain its important role in the community, PFC is in contact with many community organizations to let patients know about the clinic, recruit physicians to volunteer, and Stanford programs to recruit volunteers for the clinic. To reach out to all these groups, PFC produces a quarterly newsletter, has a brochure with information, and other promotional activities. | | | | | | | |

| | | Budgeted | Requested | Recommend | Approved | Petitioned | Elected |
|---|--|---------------------|-------------------|-------------------|--------------------|-------------------|----------------|
| Public Relations | | \$(5,000.00) | \$2,750.00 | \$2,750.00 | | | |
| <p>In order to sustain its important role in the community, PFC is in contact with many community organizations to let patients know about the clinic, recruit physicians to volunteer, and Stanford programs to recruit volunteers for the clinic. To reach out to all these groups, PFC produces a quarterly newsletter, has a brochure with information, and other promotional activities.</p> | | | | | | | |
| Location: | | Contact: | | | Attendance: | | |
| Url: | | | | | | | |
| 6560 | <i>covers cost of drinks and food for annual Event Food (Joint Special Fees/Annual)</i> | \$(1,500.00) | \$1,150.00 | \$1,150.00 | | | |
| | <i>Appreciation Dinner, which recognizes the hard work and dedication of physician, student, and community volunteers at PFC.</i> | | | | | | |
| 7200 | <i>Covers the cost of printing PFC brochures and other community materials to inform the Stanford and Bay Area Community about your services and other resources. Will also cover cost of monthly Cardinal Free Clinic newsletters which are sent to the community as informational and fundraising tool. Lastly, Expenses will cover appreciation gifts (mugs or t-shirts, etc.) and brochures for volunteers and donors at the annual Appreciation Dinner.</i> | \$(3,500.00) | \$1,600.00 | \$1,600.00 | | | |
| Special Clinics (2/13/2009) | | \$(2,000.00) | \$1,500.00 | \$1,500.00 | | | |
| <p>In addition to normal clinic operation, Pacific Free Clinic runs clinics for specialty medicine, which are held weekly (Hepatitis B), monthly (Women's Clinic), and bimonthly. These specialty services see between 10-15 patients per specialty clinic day. Pacific Free Clinic hopes to increase the number and scope of the specialty clinic services offered in the coming year.</p> | | | | | | | |
| Location: | | Contact: | | | Attendance: | | |
| Url: | | | | | 50(total) | | |
| | | | | | UG: 20 | Staff: 5 | |
| | | | | | Grad: 20 | Other: 5 | |
| 7410 | <i>Covers the cost of equipment, medical supplies, and storage facilities for special clinics (Cardiology, Ultrasound, Women's, etc.). Also covers equipment necessary for those clinics, such as tonometer for Ophthalmology Clinic, Specula and Rover Brushes for Women's Clinic, and EKG pads and supplies for Cardiology Clinic.</i> | \$(2,000.00) | \$1,500.00 | \$1,500.00 | | | |
| Technology and Database Development | | \$(6,000.00) | \$3,000.00 | \$3,000.00 | | | |
| <p>As PFC continues to increase its evaluation and research component, access to information in an easy, electronic format has become critical. PFC seeks to transition to Electronic Medical Records (EMRs) in the coming year and will be hiring Stanford Computer Science students at a reduced rate to help implement and upkeep the EMR system for the clinic. Additional hardware and software development will also be needed to facilitate this transition.</p> | | | | | | | |
| Location: | | Contact: | | | Attendance: | | |
| Url: | | | | | | | |
| 6320 | <i>covers the cost of server hosting for the clinic's electronic medical record system and purchase of software for clinic and administrative use. Will also cover the cost of computer and laptop purchases as necessary for clinic and administrative use.</i> | \$(6,000.00) | \$3,000.00 | \$3,000.00 | | | |
| Volunteer Recruitment and Training | | \$(6,500.00) | \$5,500.00 | \$5,500.00 | | | |
| <p>Since 2003, PFC has trained and recruited more than 620 people interested in helping the underserved community. This has included 144 undergraduates, 188 medical students, 117 community members, 86 Stanford affiliates, 13 physician assistants, and 70 physicians. Each academic quarter, 15 undergraduates are selected to be trained on how to perform a patient interview, work with interpreters, and other aspects of serving in their capacity. Additional volunteers are trained on how to perform tasks as trained medical interpreters.</p> | | | | | | | |
| Location: | | Contact: | | | Attendance: | | |
| Url: | | | | | | | |
| | | Budgeted | Requested | Recommend | Approved | Petitioned | Elected |

| | Budgeted | Requested | Recommend | Approved | Petitioned | Elected |
|--|----------|-----------|-----------|----------|------------|---------|
|--|----------|-----------|-----------|----------|------------|---------|

Volunteer Recruitment and Training **\$(6,500.00)** **\$5,500.00** **\$5,500.00**

Since 2003, PFC has trained and recruited more than 620 people interested in helping the underserved community. This has included 144 undergraduates, 188 medical students, 117 community members, 86 Stanford affiliates, 13 physician assistants, and 70 physicians. Each academic quarter, 15 undergraduates are selected to be trained on how to perform a patient interview, work with interpreters, and other aspects of serving in their capacity. Additional volunteers are trained on how to perform tasks as trained medical interpreters.

Location: **Contact:** **Attendance:**
Url:

| | Budgeted | Requested | Recommend | Approved | Petitioned | Elected |
|--|----------|-----------|-----------|----------|------------|---------|
|--|----------|-----------|-----------|----------|------------|---------|

6500 *Goes to cover the cost of training of Spanish, Vietnmaese, and Mandarin interpreters from undergraduate, graduate, and local communities to assist physicians and patient advocates during Saturdaying clinics. Will also cover training of patient advocates and physician volunteers from Stanford Hospital. Amount budgeted will cover training materials, such as training binders, training course enrollment fees, creation/printing of pocket dictionaries (Spanish, Vietnamese, and English), recruitment fliers, and other recruitment costs. Finally, amount budgeted will also cover training materials for Steering Committee members from both the undergraduate and graduate student populations (such as training binders, handouts, etc.).* **\$(2,500.00)** **\$2,500.00** **\$2,500.00**

6510 *Funds to cover biweekly Steering Committee meetings (both undergraduates and graduates are part of the Steering Committee) to learn how better to assist the Clinic Directors and Student Managers with all aspects of clinic operations and program development. Cost will cover food for meetings* **\$(4,000.00)** **\$3,000.00** **\$3,000.00**

| | | | | | | |
|---------------------------|----------------------|--------------------|--------------------|--|--|--|
| APPLICATION TOTALS | \$(58,500.00) | \$35,000.00 | \$33,091.00 | | | |
|---------------------------|----------------------|--------------------|--------------------|--|--|--|

ACCOUNT BALANCES

| Account | | Balance |
|-----------------|--|----------------|
| 2-8794-1-0-2800 | THE PACIFIC FREE CLINIC (PREV: THE TULLY PROJ) | \$484.54 |
| 2-8794-1-0-2830 | THE PACIFIC FREE CLINIC STANFORD FUND | \$1,221.00 |
| 2-8794-2-5-6210 | PACIFIC FREE SPEC FEE REGULAR STAFF | \$0.00 |
| 2-8794-2-5-6320 | PACIFIC FREE SPEC FEE TECHNICAL SERVICES | \$5,525.00 |
| 2-8794-2-5-6500 | PACIFIC FREE SPEC FEE TRAINING MAT | \$2,670.24 |
| 2-8794-2-5-6510 | PACIFIC FREE SPEC FEE MEETING FOOD | \$1,633.56 |
| 2-8794-2-5-6560 | PACIFIC FREE SPEC FEE EVENT FOOD | \$4,715.16 |
| 2-8794-2-5-7090 | PACIFIC FREE SPEC FEE PRIOR YEAR EXP | -\$8,763.23 |
| 2-8794-2-5-7100 | PACIFIC FREE SPEC FEE GEN OFFICE EXP | \$783.43 |
| 2-8794-2-5-7130 | PACIFIC FREE SPEC FEE POSTAGE/COURIER | \$322.55 |
| 2-8794-2-5-7150 | PACIFIC FREE SPEC FEE OFFICE SUPPLIES | \$1,816.67 |
| 2-8794-2-5-7180 | PACIFIC FREE SPEC FEE ED LITERATURE | \$1,500.00 |
| 2-8794-2-5-7200 | PACIFIC FREE SPEC FEE GEN MKTG EXP | \$1,102.37 |
| 2-8794-2-5-7220 | PACIFIC FREE SPEC FEE MKTG COPIES/PRINT EXP | \$25.39 |
| 2-8794-2-5-7410 | PACIFIC FREE SPEC FEE EQUIP (NON-CAP) | \$9,320.00 |
| 2-8794-2-5-7720 | PACIFIC FREE SPEC FEE GAS | \$1,000.00 |
| 2-8794-9-0-2820 | PACIFIC FREE RESERVE | \$8,908.65 |