

Status: **Recommended As-is**

Financial Officer: Nicole Fernandez

**APPLICATION SUMMARY**

<b>Application Summary</b>	Budgeted	Requested	Recommended	Approved	Petitioned	Elected
<b>APPLICATION TOTALS</b>	<b>\$(136,251.22)</b>	<b>\$135,180.00</b>	<b>\$135,180.00</b>			
Undergraduate Special Fees		\$135,180.00	\$135,180.00			
6110 - Officer Salary	\$(7,000.00)	\$7,000.00	\$7,000.00			
6210 - Regular Staff	\$(4,080.00)	\$4,080.00	\$4,080.00			
6310 - Honoraria Fees	\$(72,975.00)	\$72,975.00	\$72,975.00			
6320 - Technical Services	\$(14,000.00)	\$14,000.00	\$14,000.00			
6500 - Training Mat	\$(75.00)	\$75.00	\$75.00			
7020 - Co-Sponsorship Expenses	\$(15,000.00)	\$15,000.00	\$15,000.00			
7060 - Programming Expenses	\$(18,000.00)	\$18,000.00	\$18,000.00			
7130 - Postage/Courier	\$(50.00)	\$50.00	\$50.00			
7220 - Marketing Copies / Print Expenses	\$(2,000.00)	\$2,000.00	\$2,000.00			
7410 - Equipment Purchase (Non-Cap)	\$(2,000.00)	\$2,000.00	\$2,000.00			
[All Expense Total]	\$(136,251.22)					

## QUESTIONS & ANSWERS

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

Yes. Last year and the years before that we received all the Special Fees funding we requested.

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

Yes, we have requested 5,000 more because of the addition of the Spring Show. This cost has turned out to be much more than we had originally thought and we need the money to get the ball rolling in order to make this concert an annual one.

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

We present a diversity of contemporary entertainment events in both size and content which appeals to students. We have a concert producing system which provides hands on educational opportunities for students to learn how to produce a variety of events. We act as a central resource for all other student organizations in bringing contemporary acts to campus.

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

The three largest line item requests are honoraria, programming expenses and co-sponsorships. Honoraria is the largest because we have to spend a great deal on bands and performers that are expected to attract the student body, especially for our Spring Frost show. Co-sponsorships allow SCN is be a central resource in helping other student groups provide diversity in entertainment. Programming will cover some logistical issues that we have deemed important this year such as janitorial services, hospitality, accomodations and Stanford Ticket Office.

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

Our regular row house shows draw approximately close to the capacity depending on the venue (Synergy, Big Game Block Party, Kresge, Columbae, etc). We expect 5,000 at our Spring Frost Show at least. Our weekly CoHo series draws about 30-50 people.

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

Yes. We plan to publicize with flyers, facebook ads, KZSU radio spots, word of mouth, mass emails, buttons, stickers and any other manner than our publicity team comes up with.

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

- 1) Current total assets are \$145,704.34 This includes the money in our reserves, ASSU accounts and special fees.
- 2) Reserves: \$25,911.21 SCN is unique because we need a large amount of reserves in order to bring larger artists to campus (ie for Spring Show) and also to anticipate unexpected costs that we may incur for a particular concert which can be particularly hefty.
- 3) We have 4 ASSU Accounts and 0 non-ASSU Accounts. The 7060 and 7061 Accounts have a balance of \$0. The 7062 Account has a balance of \$130,048.50. The 7063 Account has a balance of \$15,655.84.

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

SCN has a weekly concert series every Thursday in the CoHo throughout the entire school year excluding summer quarter. These shows feature student, local or small signed artists and usually a student opener. We generally have one medium show in either Kresge, Dinkelspiel or one of the houses on campus such as Synergy, Columbae, a fraternity, etc. We also cosponsor many group events such as Black Love, Blackfest, and Liyana Zimbabwean Cultural Concert, in addition to providing sound techs and equipment for an Asian American Cultural event, Dance Marathon, Art Affair, Greenfest, etc. In addition, we help bring musicians on campus together to form bands and other musical groups. We typically hold a Big Game show of medium size and have now undertaken the responsibility of throwing a new annual Spring Show in Frost Amphitheater.

**Why are you requesting Special Fees?**

The Stanford Concert Network is dependent on funding from Special Fees in order to afford to produce the number and variety of shows and concerts on the Stanford campus that both the undergraduate and graduate student bodies have come to expect of our organization over the years. Since we provide significantly reduced ticket prices and free tickets to students on all shows, ticket revenues are not nearly sufficient to cover the expenses of production and payment to our featured artists. Special Fees funding is necessary to cover the difference between our revenues and expenses.

**BUDGET DETAIL**

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
<b>Co-Sponsorships</b>		<b>\$(15,000.00)</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>			
Each year we co-sponsor up to 30 events related to music with other groups on campus. Many of them ask us to donate substantial sums so that they can bring certain artists to campus, provide professional sound, etc. Co-Sponsorships allow SCN to put its name out there while also allowing various groups to afford quality musical entertainment.							
<b>Location:</b>	<b>Contact:</b>				<b>Attendance:</b>		
<b>Url:</b>							
		<b>Budgeted</b>	<b>Requested</b>	<b>Recommend</b>	<b>Approved</b>	<b>Petitioned</b>	<b>Elected</b>
<b>7020</b>	<i>Co-sponsorships for Fall Quarter</i>	\$(5,000.00)	\$5,000.00	\$5,000.00			
Co-Sponsorship Expenses (Undergraduate Special Fees/Annual)							
<b>7020</b>	<i>Co-sponsorships for Winter Quarter</i>	\$(5,000.00)	\$5,000.00	\$5,000.00			
Co-Sponsorship Expenses (Undergraduate Special Fees/Annual)							
<b>7020</b>	<i>Co-sponsorships for Spring Quarter</i>	\$(5,000.00)	\$5,000.00	\$5,000.00			
Co-Sponsorship Expenses (Undergraduate Special Fees/Annual)							
<b>Communications</b>		<b>\$(50.00)</b>	<b>\$50.00</b>	<b>\$50.00</b>			
Office expenses, such as copies, contract paper, postage, and other office supplies.							
<b>Location:</b>	<b>Contact:</b>				<b>Attendance:</b>	(total)	
<b>Url:</b>						UG:	Staff:
						Grad:	Other:
		<b>Budgeted</b>	<b>Requested</b>	<b>Recommend</b>	<b>Approved</b>	<b>Petitioned</b>	<b>Elected</b>
<b>7130</b>	<i>To pay for postage to send checks and contracts to bands and agencies</i>	\$(50.00)	\$50.00	\$50.00			
Postage/Courier (Undergraduate Special Fees/Annual)							
<b>Equipment</b>		<b>\$(2,000.00)</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>			
Upkeep and replacement of our equipment in order to ensure quality of the shows.							
<b>Location:</b>	<b>Contact:</b>				<b>Attendance:</b>	(total)	
<b>Url:</b>						UG:	Staff:
						Grad:	Other:
		<b>Budgeted</b>	<b>Requested</b>	<b>Recommend</b>	<b>Approved</b>	<b>Petitioned</b>	<b>Elected</b>
<b>7410</b>	<i>To repair broken or breaking speakers, mixers, microphones</i>	\$(2,000.00)	\$2,000.00	\$2,000.00			
Equipment Purchase (Non-Cap) (Undergraduate Special Fees/Annual)							
<b>Medium Shows</b>		<b>\$(25,975.00)</b>	<b>\$25,975.00</b>	<b>\$25,975.00</b>			
Medium-sized shows that are held throughout the year with up-and-coming artists.							
<b>Location:</b>	<b>Contact:</b>				<b>Attendance:</b>	(total)	
<b>Url:</b>						UG:	Staff:
						Grad:	Other:
		<b>Budgeted</b>	<b>Requested</b>	<b>Recommend</b>	<b>Approved</b>	<b>Petitioned</b>	<b>Elected</b>
<b>6310</b>	<i>To pay for rising artists to come to Stanford and to pay for the artist for Big Game Show.</i>	\$(19,975.00)	\$19,975.00	\$19,975.00			
Honoraria Fees (Undergraduate Special Fees/Annual)							
<b>6320</b>	<i>Equipment rental and labor from ELS</i>	\$(3,000.00)	\$3,000.00	\$3,000.00			
Technical Services (Undergraduate Special Fees/Annual)							
<b>7060</b>	<i>Hospitality, janitorial, stage and light rentals.</i>	\$(3,000.00)	\$3,000.00	\$3,000.00			
Programming Expenses (Undergraduate Special Fees/Annual)							
<b>Publicity and Promotions</b>		<b>\$(2,000.00)</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>			
SCN runs extensive publicity campaigns to ensure attendance at concerts, promote our special fees, recruit staffers, etc.							
<b>Location:</b>	<b>Contact:</b>				<b>Attendance:</b>	(total)	
<b>Url:</b>						UG:	Staff:
						Grad:	Other:
		<b>Budgeted</b>	<b>Requested</b>	<b>Recommend</b>	<b>Approved</b>	<b>Petitioned</b>	<b>Elected</b>
<b>7220</b>	<i>Fliers to publicize concerts on campus</i>	\$(2,000.00)	\$2,000.00	\$2,000.00			
Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)							
<b>Salary</b>		<b>\$(11,080.00)</b>	<b>\$11,080.00</b>	<b>\$11,080.00</b>			
Used to pay for officers, sound techs, and other members of the group.							
<b>Location:</b>	<b>Contact:</b>				<b>Attendance:</b>	(total)	
<b>Url:</b>						UG:	Staff:
						Grad:	Other:
		<b>Budgeted</b>	<b>Requested</b>	<b>Recommend</b>	<b>Approved</b>	<b>Petitioned</b>	<b>Elected</b>

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
<b>Salary</b>		<b>\$(11,080.00)</b>	<b>\$11,080.00</b>	<b>\$11,080.00</b>			
Used to pay for officers, sound techs, and other members of the group.							
<b>Location:</b>	<b>Contact:</b>				<b>Attendance:</b>	(total)	
<b>Url:</b>						UG:	Staff:
						Grad:	Other:
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
<b>6110</b>	<i>Officer salary (president, financial officer, publicity director, etc). This request is reduced by \$1000 from last year.</i>	\$(7,000.00)	\$7,000.00	\$7,000.00			
Officer Salary (Undergraduate Special Fees/Annual)							
<b>6210</b>	<i>Pays for the students who tech the concerts</i>	\$(4,080.00)	\$4,080.00	\$4,080.00			
Regular Staff (Undergraduate Special Fees/Annual)							
<b>Small Shows</b>		<b>\$(3,000.00)</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>			
Small-sized shows held throughout the year, usually featuring Stanford students and other small time performers. These small shows are usually held in the Axe and Palm or the CoHo.							
<b>Location:</b>	<b>Contact:</b>				<b>Attendance:</b>	(total)	
<b>Url:</b>						UG:	Staff:
						Grad:	Other:
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
<b>6310</b>	<i>CoHo weekly series</i>	\$(2,000.00)	\$2,000.00	\$2,000.00			
Honoraria Fees (Undergraduate Special Fees/Annual)							
<b>6310</b>	<i>Miscellaneous small shows</i>	\$(1,000.00)	\$1,000.00	\$1,000.00			
Honoraria Fees (Undergraduate Special Fees/Annual)							
<b>Spring Frost Ampitheatre Show</b>		<b>\$(76,000.00)</b>	<b>\$76,000.00</b>	<b>\$76,000.00</b>			
This show is generally held in the Spring quarter in Frost Ampitheatre during the day, and features a very popular artist. The show is open to all undergraduate and graduate students, in addition to off campus individuals due to the size of the venue.							
<b>Location:</b>	<b>Contact:</b>				<b>Attendance:</b>		
<b>Url:</b>							
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
<b>6310</b>	<i>Money for a big-name artist to perform in Frost.</i>	\$(50,000.00)	\$50,000.00	\$50,000.00			
Honoraria Fees (Undergraduate Special Fees/Annual)							
<b>6320</b>	<i>Equipment rental, lights rental, and labor from ELS</i>	\$(11,000.00)	\$11,000.00	\$11,000.00			
Technical Services (Undergraduate Special Fees/Annual)							
<b>7060</b>	<i>Hospitality for the band, janitorial services, security, ticket office, parking</i>	\$(15,000.00)	\$15,000.00	\$15,000.00			
Programming Expenses (Undergraduate Special Fees/Annual)							
<b>Training Retreat</b>		<b>\$(75.00)</b>	<b>\$75.00</b>	<b>\$75.00</b>			
This retreat is held at the beginning of the year before school starts so that the officers can receive position-specific training as well as training on how to develop and produce concerts. Fifteen people (Officers + Regular Staff members with unpaid positions + Advisors) will be invited to this retreat.							
<b>Location:</b>	<b>Contact:</b>				<b>Attendance:</b>		
<b>Url:</b>							
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
<b>6500</b>	<i>Train techs and new officers</i>	\$(75.00)	\$75.00	\$75.00			
Training Mat (Undergraduate Special Fees/Annual)							
<b>APPLICATION TOTALS</b>		<b>\$(135,180.00)</b>	<b>\$135,180.00</b>	<b>\$135,180.00</b>			

**ACCOUNT BALANCES**

<b>Account</b>		<b>Balance</b>
1-7062-0-0-1700	SCN LOAN ACCOUNT	\$0.00
2-7062-1-0-2800	ST CONCERT NETWORK OPERATING	\$552.52
2-7062-1-0-2805	SCN OPERATING CREDIT CARD ACCOUNT	\$2,000.00
2-7062-1-0-9010	SCN OPER O/S PURCHASE ORDER	\$324.60
2-7062-2-5-6110	ST CONCERT OPER SPEC FEE OFFICER SALARY	\$8,175.00
2-7062-2-5-6210	ST CONCERT OPER SPEC FEE REGULAR STAFF	\$2,815.37
2-7062-2-5-6310	ST CONCERT OPER SPEC FEE HONORARIA FEES	\$61,400.00
2-7062-2-5-6320	ST CONCERT OPER SPEC FEE TECHNICAL SERVICES	\$5,980.53
2-7062-2-5-6500	ST CONCERT OPER SPEC FEE TRAINING MAT	\$75.00
2-7062-2-5-7020	ST CONCERT OPER SPEC FEE COSPONSORSHIP EXP	\$10,097.18
2-7062-2-5-7060	ST CONCERT OPER SPEC FEE PROGRAMMING EXP	\$6,127.51
2-7062-2-5-7130	ST CONCERT OPER SPEC FEE POSTAGE/COURIER	\$29.31
2-7062-2-5-7140	ST CONCERT OPER SPEC FEE COPIES (NOT MKTG)	\$250.00
2-7062-2-5-7150	ST CONCERT OPER SPEC FEE OFFICE SUPPLIES	\$170.00
2-7062-2-5-7220	ST CONCERT OPER SPEC FEE MKTG COPIES/PRINT EXP	\$2,113.31
2-7062-2-5-7410	ST CONCERT OPER SPEC FEE EQUIP (NON-CAP)	\$0.00
2-7062-2-5-7900	ST CONCERT OPER SPEC FEE OVERHEAD EXP	-\$5,082.93
2-7062-8-0-2810	ST CONCERT OPER SAVINGS	\$9,434.49
2-7062-9-0-2820	ST CONCERT OPER RESERVE	\$25,911.21