

Status: **Recommended with Modifications**

Financial Officer: Agnes Omega

**APPLICATION SUMMARY**

<b>Application Summary</b>	Budgeted	Requested	Recommended	Approved	Petitioned	Elected
<b>APPLICATION TOTALS</b>	<b>\$(61,947.00)</b>	<b>\$25,250.00</b>	<b>\$18,500.00</b>	<b>\$18,500.00</b>	<b>\$18,500.00</b>	
Undergraduate Special Fees		\$24,550.00	\$17,800.00	\$17,800.00	\$17,800.00	
6310 - Honoraria Fees	\$(13,400.00)	\$13,400.00	\$11,000.00	\$11,000.00	\$11,000.00	
6340 - Security Services	\$(300.00)	\$300.00	\$300.00	\$300.00	\$300.00	
6560 - Event Food	\$(1,500.00)	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	
7020 - Co-Sponsorship Expenses	\$(1,000.00)	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
7060 - Programming Expenses	\$(1,000.00)	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
7420 - Equipment Rental	\$(1,000.00)	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
7510 - Facilities Rental	\$(1,500.00)	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	
7520 - Facilities Janitorial	\$(500.00)	\$500.00	\$500.00	\$500.00	\$500.00	
7710 - Travel Fares	\$(2,600.00)	\$2,600.00	\$0.00	\$0.00	\$0.00	
7740 - Accomodations	\$(1,750.00)	\$1,750.00	\$0.00	\$0.00	\$0.00	
<b>Modification</b>		\$700.00	\$700.00	\$700.00	\$700.00	
7220 - Marketing Copies / Print Expenses		2-6913-9-0-2820	\$700.00	\$700.00	\$700.00	
[All Expense Total]	\$(61,947.00)					

## QUESTIONS & ANSWERS

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

Yes, we have been approved each year.

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

Yes, last year. the main event SASA put on was Africa Week so the budget for this yer was much lower. However this year, we have had more events with high profile speakers and the honorarium payments have been high. Because if the success of this events, we intend to have some similar events next year, including a speaker every quarter every quarter as well as African cultural show in the winter.

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

he Stanford African Students Association is requesting Special Fees to support intellectual, cultural, and social events on the Stanford campus that promote awareness about the African continent. These events include: cultural shows, keynote speakers, soccer tournaments, quiz shows, and open mics. All events encourage Stanford students, faculty, and staff from any cultural background to participate.

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

Honorarium payments. We have had high profile speakers this year and intend to have speakers of a similar nature next year. In addition, we have had an African cultural show for the first time this year, and we had to provide honoraria to the performers.

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

Our events usually draw from 150 to 200 people depending on the speaker. This year we had over 200 people attend the African Cultural show. Our speakers, like the Exiled King of Rwanda usually draw about 150 people.

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

We publicize our events using fliers, as well as emails to various lists and word of mouth.

**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**

Reserves: 8926.03

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

We have Trivia Afrique, which is an initiative to encourage the wider Stanford community to learn about Africa and the African Diaspora through an interactive game show, African Cultural show, an event aimed at celebrating and sharing in African culture through performances and food, Africa week which is an assortment of activities to increase awareness of the continent, including a soccer tournament. We also have keynote speakers who discuss the political, social and economic situation in their regions.

**Why are you requesting Special Fees?**

The Stanford African Students Association is requesting Special Fees to support intellectual, cultural, and social events on the Stanford campus that promote awareness about the African continent. These events include: cultural shows, keynote speakers, soccer tournaments, quiz shows, and open mics. All events encourage Stanford students, faculty, and staff from any cultural background to participate.

**BUDGET DETAIL**

		<b>Budgeted</b>	<b>Requested</b>	<b>Recommend</b>	<b>Approved</b>	<b>Petitioned</b>	<b>Elected</b>
<b>Events for 2010-2011</b>		<b>\$(25,250.00)</b>	<b>\$25,250.00</b>	<b>\$18,500.00</b>	<b>\$18,500.00</b>	<b>\$18,500.00</b>	
All the events during 2010-2011. This event has been made to facilitate special fees application							
<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>6310</b>	<i>Honorarium for speakers and performers in the Autumn(3000), Winter(8400), Spring(2000).</i>	\$(13,400.00)	\$13,400.00	\$11,000.00	\$11,000.00	\$11,000.00	
Honoraria Fees (Undergraduate Special Fees/Annual)							
<b>6340</b>	<i>Security services for speakers who require security like the king.</i>	\$(300.00)	\$300.00	\$300.00	\$300.00	\$300.00	
Security Services (Undergraduate Special Fees/Annual)							
<b>6560</b>	<i>Food for the events.</i>	\$(1,500.00)	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	
Event Food (Undergraduate Special Fees/Annual)							
<b>7020</b>	<i>Co-sponsorship of events.</i>	\$(1,000.00)	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
Co-Sponsorship Expenses (Undergraduate Special Fees/Annual)							
<b>7060</b>	<i>Expenses during the programming of an event.</i>	\$(1,000.00)	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
Programming Expenses (Undergraduate Special Fees/Annual)							
<b>7220</b>	<i>Printing fliers for the events.</i>	\$(700.00)	\$700.00	\$700.00	\$700.00	\$700.00	
Marketing Copies / Print Expenses (Modification/Modification)							
<b>7420</b>	<i>Renting the necessary equipment for the events.</i>	\$(1,000.00)	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
Equipment Rental (Undergraduate Special Fees/Annual)							
<b>7510</b>	<i>Renting the buildings where the events take place</i>	\$(1,500.00)	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	
Facilities Rental (Undergraduate Special Fees/Annual)							
<b>7520</b>	<i>Clean-up as well as opening and locking of the rooms.</i>	\$(500.00)	\$500.00	\$500.00	\$500.00	\$500.00	
Facilities Janitorial (Undergraduate Special Fees/Annual)							
<b>7710</b>	<i>Airfare for autumn(850) Winter(800) Spring(950)</i>	\$(2,600.00)	\$2,600.00	\$0.00	\$0.00		
Travel Fares (Undergraduate Special Fees/Annual)							
<b>7740</b>	<i>Accommodation for speakers in Fall(375) Winter(1000) Spring(375)</i>	\$(1,750.00)	\$1,750.00	\$0.00	\$0.00		
Accommodations (Undergraduate Special Fees/Annual)							
<b>APPLICATION TOTALS</b>		<b>\$(25,250.00)</b>	<b>\$25,250.00</b>	<b>\$18,500.00</b>	<b>\$18,500.00</b>	<b>\$18,500.00</b>	

ACCOUNT BALANCES

Account		Balance
2-6913-1-0-2800	SASA - ST AFRICAN STUDENTS ASSN	\$213.66
2-6913-1-0-2830	SASA STANFORD FUND	\$0.00
2-6913-1-0-9010	SASA O/S PURCHASE ORDER	\$2,142.88
2-6913-2-5-6310	SASA SPEC FEE HONORARIA FEES	\$2,825.00
2-6913-2-5-6560	SASA SPEC FEE EVENT FOOD	\$405.54
2-6913-2-5-7020	SASA SPEC FEE COSPONSORSHIP EXP	\$150.00
2-6913-2-5-7060	SASA SPEC FEE PROGRAMMING EXP	\$166.08
2-6913-2-5-7420	SASA SPEC FEE EQUIP RENTAL	\$0.00
2-6913-2-5-7510	SASA SPEC FEE FACILITIES RENTAL	\$60.00
2-6913-2-5-7710	SASA SPEC FEE TRAVEL FARES	\$1,000.00
2-6913-2-5-7740	SASA SPEC FEE ACCOMMODATIONS	\$904.43
2-6913-2-5-7820	SASA SPEC FEE REGISTRATION EXPENSES	\$1,000.00
2-6913-7-5-6310	SASA MSAN SPKRS BUR ANN HONORARIA FEES	\$500.00
2-6913-9-0-2820	SASA RESERVE	\$7,810.38