

Status: **Recommended with Modifications**

Financial Officer: Jeffrey Tai

APPLICATION SUMMARY

Application Summary	Budgeted	Requested	Recommended	Approved	Petitioned	Elected
APPLICATION TOTALS	\$(79,096.51)	\$53,795.00	\$26,974.00	\$26,974.00		
Undergraduate Special Fees		\$53,795.00	\$26,974.00	\$26,974.00		
6310 - Honoraria Fees	\$(4,000.00)	\$2,000.00	\$2,000.00	\$2,000.00		
6320 - Technical Services	\$(47,200.00)	\$23,600.00	\$13,250.00	\$13,250.00		
6510 - Regular Meeting Food	\$(1,000.00)	\$500.00	\$0.00	\$0.00		
7130 - Postage/Courier	\$(90.00)	\$45.00	\$45.00	\$45.00		
7140 - Copies (Not Marketing)	\$(800.00)	\$400.00	\$250.00	\$250.00		
7150 - Office Supplies	\$(2,000.00)	\$1,000.00	\$139.00	\$139.00		
7200 - General Marketing Expenses	\$(13,000.00)	\$6,500.00	\$1,080.00	\$1,080.00		
7220 - Marketing Copies / Print Expenses	\$(1,000.00)	\$600.00	\$80.00	\$80.00		
7410 - Equipment Purchase (Non-Cap)	\$(26,500.00)	\$11,500.00	\$5,000.00	\$5,000.00		
7420 - Equipment Rental	\$(3,500.00)	\$3,500.00	\$2,500.00	\$2,500.00		
7520 - Facilities Janitorial	\$(5,300.00)	\$2,650.00	\$2,630.00	\$2,630.00		
7740 - Accomodations	\$(3,000.00)	\$1,500.00	\$0.00	\$0.00		
[All Expense Total]	\$(79,096.51)					

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 applied for Special Fees each of the past three years and we have been approved each time.

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

No. We understand the difficult economic climate has seriously affected Specials Fees' budgets. In accordance with this, we have done our best to creatively find ways to trim around \$10,000.00 from our budget to reflect these realities. For instance, we have merged the Beginners and Advanced Filmmakers' Workshops into one, cut back on food and other expenses, rolled back the length of the Stanford Student Film Festival, and tried to shift screenings to less expensive facilities like Toyon lounge vs. Annenberg.

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

The Stanford Film Society exists to foster the appreciation of film, and we stand as the only campus group devoted to its meaningful study. We aim to offer an alternative to the mainstream Hollywood hits often shown on campus and to give students the opportunity to approach all aspects of film and filmmaking in a serious, meaningful, and in-depth manner. Furthermore, we hope to make a contribution to the world of film by sponsoring and advocating the development of creative interests in the medium. With an understanding of film, Stanford students can use it to communicate their own messages to the rest of the community and perhaps the world. By offering film screenings, speakers, and production opportunities, we seek to expose and educate the Stanford student body about the medium we love.

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

1) The United Nations Association Film Festival--an annual film festival brought to campus over four to five days consisting of international documentaries highlighting UN and general human rights topics. This event requires the rental and cleaning of both Annenberg and Cubberley auditoria. 2) The Stanford Student Film Festival--an annual film festival (downscaled for this and next year from 3 days to 1-2 days) which showcases student films that have been produced by students in the Student Filmmakers' Workshop and those who received film grants. 3) The Student Filmmakers' Workshop introduces students to the processes in filmmaking through a series of workshops which teach students about equipment, editing, and shooting a film

What is the average attendance at your events?

The average attendance at events varies based on the nature of the event but usually fluctuates between 200 and 400 people.

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

We utilize Events at Stanford to publicize our events. We also use open facebook events. Also we intend to broaden our community appeal by ramping up White Plaza flyering, advertising through academic departments, specifically contacting the leadership of student groups like Students for a Sustainable Stanford or STAND when we screen films with a political message, Stanford Daily, facebook / twitter, etc.

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 assets: \$60,181.92 (2) reserves: \$36,485.52 (3) No non-ASSU accounts (4) N/a

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

The United Nations Association Film Festival - an annual film festival brought to campus over four days consisting of international documentaries highlighting UN topics. This event requires the rental and cleaning of both Annenberg and Cubberley auditoria. The Stanford Student Film Festival - an annual three day film festival which showcases student films that have been produced by students in the Filmmakers work shop, Advanced filmmakers work shop, and those who received film grants. The Filmmaker' Workshops introduce students to the processes in filmmaking through a series of work shops which teach students about equipment, editing, and shooting a film. Next year, we also hope to expand the Criterion Film Series of screenings which we are testing this Spring Quarter to a full year event. It will be targeted at reaching on-campus cinephiles who appreciate alternative / foreign films which we will be able to procure at a special, low cost from Efe Kakarel, a businessman with connections to the head of the Criterion film label.

Why are you requesting Special Fees?

SFS is requesting Special Fees to fulfill our mission to aid students in the production of films and educate students on all of the components of filmmaking. We also are committed to bringing films, filmmakers, directors, and writers to campus for the students and community at large. To accomplish these goals, we require funding to keep equipment up to date and pay for the films and speakers.

BUDGET DETAIL

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
Criterion Film Series		\$(6,600.00)	\$6,600.00	\$6,440.00	\$6,440.00		
Weekly film series showcasing highlights of the Criterion Collection.							
Location:	Contact:				Attendance:	200(total)	
Url:						UG: 150	Staff: 25
						Grad: 25	Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6320	<i>Estimated cost of alternative film series of 10 films over the course of the year. Based on prior estimates for previous events and revised for scope: \$600/film x 10 = 6000.00</i>	\$(6,000.00)	\$6,000.00	\$6,000.00	\$6,000.00		
Technical Services (Undergraduate Special Fees/Annual)							
7220	<i>Posters for advertising our Criterion film series at the start of the year as an indie alternative to flicks</i>	\$(200.00)	\$200.00	\$40.00	\$40.00		
Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)							
7520	<i>Cleaning of Toyon lounge. Assuming that film series falls on a mix of Fridays and weekend screenings ...based on ABM Pricing guidelines: \$34-51/events x 10 events = approx. \$400.00</i>	\$(400.00)	\$400.00	\$400.00	\$400.00		
Facilities Janitorial (Undergraduate Special Fees/Annual)							
Operating Expenses		\$(1,500.00)	\$1,500.00	\$139.00	\$139.00		
Covers general expenses not particularly for any event but for outside expenses such as meeting food, copies, and equipment.							
Location:	Contact:				Attendance:		
Url:							
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6510	<i>Food for when we watch movies at meetings</i>	\$(500.00)	\$500.00	\$0.00	\$0.00		
Regular Meeting Food (Undergraduate Special Fees/Annual)							
7150	<i>For miscellaneous supplies for office. e.g. mounting supplies for projector purchased to watch movies together as a club</i>	\$(1,000.00)	\$1,000.00	\$139.00	\$139.00		
Office Supplies (Undergraduate Special Fees/Annual)							
Stanford Student Film Festival and Film Grants		\$(8,700.00)	\$8,700.00	\$5,640.00	\$5,640.00		
Every year we have an application process in which Stanford students can receive a grant to fund a short film project. In addition, the student filmmaker workshop produces approximately ten short films during the year, and many other students complete independent projects. During spring quarter these films are screened and discussed. Due to the popularity of the grant and workshop programs and interest from the community, the festival was increased to three days two years ago to allow more films to be shown. The Stanford Student Film Festival is our most important event.							
Location:	Contact:				Attendance:		
Url:							
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6320	<i>Tech services, projector / equipment rental, etc. for 2 nights in Cubberly</i>	\$(2,400.00)	\$2,400.00	\$2,400.00	\$2,400.00		
Technical Services (Undergraduate Special Fees/Annual)							
7200	<i>Advertising for Stanford Student Film Festival. E.g. Stanford Daily advertisements</i>	\$(300.00)	\$300.00	\$40.00	\$40.00		
General Marketing Expenses (Undergraduate Special Fees/Annual)							
7220	<i>Festival posters / flyers and programs; 2 nights' worth</i>	\$(300.00)	\$300.00	\$0.00	\$0.00		
Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)							
7410	<i>Used to purchase "user-friendly" equipment that would appeal to aspiring student film-makers uncomfortable using more advanced equipment purchased / used by the Student Filmmakers' Workshop</i>	\$(1,500.00)	\$1,500.00	\$0.00	\$0.00		
Equipment Purchase (Non-Cap) (Undergraduate Special Fees/Annual)							
7420	<i>Grants for funding student films, with a maximum grant of \$500 per film, to be used for costume rental fees, props, and other necessary equipment.</i>	\$(3,500.00)	\$3,500.00	\$2,500.00	\$2,500.00		
Equipment Rental (Undergraduate Special Fees/Annual)							
7520	<i>Two nights of cleaning in Cubberly</i>	\$(700.00)	\$700.00	\$700.00	\$700.00		
Facilities Janitorial (Undergraduate Special Fees/Annual)							

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
Student Filmmaker's Workshop		\$(10,100.00)	\$10,100.00	\$5,040.00	\$5,040.00		
<p>In Fall 1998, the SFS launched the Undergraduate Film Workshop, a series of focused meetings held for undergraduates interested in getting practical experience with filmmaking. In Fall 2001 we opened enrollment to graduate students and changed the name to the Student Filmmaker Workshop. We have bought digital cameras, tripods, a dolly system, lighting kit, sound equipment, and a digital editing system to enable production of student films. The workshop is the only opportunity students have to learn how to make films at Stanford, with the exception of the graduate-level documentary program in the Communications department. We must constantly purchase new equipment to keep up with technological advances, as well as pay for repairs to keep the equipment functioning.</p>							
Location:	Contact:				Attendance:		
Uri:							
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
7220	Posters for advertising workshop	\$(100.00)	\$100.00	\$40.00	\$40.00		
Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)							
7410	Purchase of various equipment that will be able to be used for future students. Specifically: new lighting kits to replace broken ones, sound (LAV mic), digital SLR, etc.	\$(10,000.00)	\$10,000.00	\$5,000.00	\$5,000.00		
Equipment Purchase (Non-Cap) (Undergraduate Special Fees/Annual)							
Sundance Film Festival Trip		\$(1,500.00)	\$1,500.00	\$0.00	\$0.00		
Take a group of 40 Stanford Students to the Sundance Film Festival in Parks City Utah.							
Location:	Parks City Utah	Contact:			Attendance:	40(total)	
Uri:						UG: 40	Staff:
						Grad:	Other:
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
7740	Subsidized housing rent for students going on Sundance trip	\$(1,500.00)	\$1,500.00	\$0.00	\$0.00		
Accommodations (Undergraduate Special Fees/Annual)							
United Nations Association Film Festival		\$(23,600.00)	\$23,600.00	\$8,450.00	\$8,450.00		
<p>The United Nations Association Film Festival is a non-competitive festival that will be held in October 2007. It consists of documentaries by international filmmakers dealing with UN topics - human rights, environmental survival, women's issues, protection of refugees, homelessness, racism, disease control, universal education, war and peace. UNAFF offers the Bay Area a unique chance to present films that are rarely screened for a public audience, to become familiar with global problems, and to provide a better understanding of the means to address them. One of the most important events that we sponsor, UNAFF premiered at Stanford in 1998. It has since become an internationally acclaimed festival and has won many awards. The festival usually runs 4-5 days. Tickets are free for Stanford Undergrads, but ticket sales from outside attendees and graduate students are estimated at around \$5000.</p>							
Location:	Cubberley and Annenberg Auditorium	Contact:			Attendance:		
Uri:							
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6310	Payment to publicity manager for coordinating w/ Bay Area media, press releases, etc.	\$(2,000.00)	\$2,000.00	\$2,000.00	\$2,000.00		
Honoraria Fees (Undergraduate Special Fees/Annual)							
6320	Five days of all-day screenings in Cubberley and Annenberg auditoriums	\$(14,000.00)	\$14,000.00	\$4,000.00	\$4,000.00		
Technical Services (Undergraduate Special Fees/Annual)							
7140	Ticket printing through Stanford ticket office	\$(400.00)	\$400.00	\$250.00	\$250.00		
Copies (Not Marketing) (Undergraduate Special Fees/Annual)							
7200	Copies of programs, posters, and brochures through Inksmith Printing. Based on previous year's expenses.	\$(6,000.00)	\$6,000.00	\$1,000.00	\$1,000.00		
General Marketing Expenses (Undergraduate Special Fees/Annual)							
7520	Cleaning fees for five days of all-day screenings in Cubberley and Annenberg.	\$(1,200.00)	\$1,200.00	\$1,200.00	\$1,200.00		
Facilities Janitorial (Undergraduate Special Fees/Annual)							
Winter Quarter Advanced Screening		\$(1,795.00)	\$1,795.00	\$1,265.00	\$1,265.00		
During the winter quarter we have a free advanced screening of a film arranged through one of our distributor contacts. The distributor reimburses us for all the costs of the screening							
Location:		Contact:			Attendance:		
Uri:							
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6320	One night in Cubberley; video, sound, and technician rental	\$(1,200.00)	\$1,200.00	\$850.00	\$850.00		
Technical Services (Undergraduate Special Fees/Annual)							
7130	Mailing of 35mm film	\$(45.00)	\$45.00	\$45.00	\$45.00		
Postage/Courier (Undergraduate Special Fees/Annual)							

	Budgeted	Requested	Recommend	Approved	Petitioned	Elected
Winter Quarter Advanced Screening	\$(1,795.00)	\$1,795.00	\$1,265.00	\$1,265.00		
During the winter quarter we have a free advanced screening of a film arranged through one of our distributor contacts. The distributor reimburses us for all the costs of the screening						
Location:	Contact:		Attendance:			
Url:						
	Budgeted	Requested	Recommend	Approved	Petitioned	Elected
7200 Advertising for Event	\$(200.00)	\$200.00	\$40.00	\$40.00		
General Marketing Expenses (Undergraduate Special Fees/Annual)						
7520 Cleaning fee for one night in Cubberly	\$(350.00)	\$350.00	\$330.00	\$330.00		
Facilities Janitorial (Undergraduate Special Fees/Annual)						
APPLICATION TOTALS	\$(53,795.00)	\$53,795.00	\$26,974.00	\$26,974.00		

ACCOUNT BALANCES

Account	Balance
2-7327-1-0-2800 ST FILM SOCIETY	\$1,150.95
2-7327-1-0-9010 ST FILM SOC O/S PURCHASE ORDER	\$1,015.00
2-7327-2-5-6310 ST FILM SPEC FEE HONORARIA FEES	\$900.00
2-7327-2-5-6320 ST FILM SPEC FEE TECHNICAL SERVICES	\$9,089.30
2-7327-2-5-6510 ST FILM SPEC FEE MEETING FOOD	\$911.75
2-7327-2-5-6560 ST FILM SPEC FEE EVENT FOOD	\$1,997.45
2-7327-2-5-7090 ST FILM SPEC FEE PRIOR YEAR EXP	\$393.50
2-7327-2-5-7130 ST FILM SPEC FEE POSTAGE/COURIER	\$135.00
2-7327-2-5-7140 ST FILM SPEC FEE COPIES (NOT MKTG)	\$400.00
2-7327-2-5-7150 ST FILM SPEC FEE OFFICE SUPPLIES	\$2,500.00
2-7327-2-5-7200 ST FILM SPEC FEE GEN MKTG EXP	\$1,625.77
2-7327-2-5-7220 ST FILM SPEC FEE MKTG COPIES/PRINT EXP	\$540.00
2-7327-2-5-7410 ST FILM SPEC FEE EQUIP (NON-CAP)	\$85.10
2-7327-2-5-7520 ST FILM SPEC FEE FACILITIES JANITORIAL	\$1,968.00
2-7327-2-5-7710 ST FILM SPEC FEE TRAVEL FARES	\$400.00
2-7327-2-5-7740 ST FILM SPEC FEE ACCOMMODATIONS	\$0.00
2-7327-9-0-2820 ST FILM RESERVE	\$36,485.52