

Status: **Recommended with Modifications**

Financial Officer: Minh Dan Vuong

APPLICATION SUMMARY

Application Summary	Budgeted	Requested	Recommended	Approved	Petitioned	Elected
APPLICATION TOTALS	\$(86,832.00)	\$97,680.00	\$80,358.25	\$80,358.25		
Undergraduate Special Fees		\$97,680.00	\$80,358.25	\$80,358.25		
6310 - Honoraria Fees	\$(4,391.00)	\$4,390.00	\$3,970.00	\$3,970.00		
6500 - Training Mat	\$(500.00)	\$500.00	\$500.00	\$500.00		
6560 - Event Food	\$(18,901.00)	\$18,900.00	\$16,500.00	\$16,500.00		
7080 - Event Supplies Expenses	\$(2,800.00)	\$2,800.00	\$2,300.00	\$2,300.00		
7130 - Postage/Courier	\$(40.00)	\$40.00	\$40.00	\$40.00		
7140 - Copies (Not Marketing)	\$(380.00)	\$380.00	\$168.25	\$168.25		
7150 - Office Supplies	\$(380.00)	\$380.00	\$340.00	\$340.00		
7180 - Educational Literature	\$(1,900.00)	\$1,900.00	\$0.00	\$0.00		
7200 - General Marketing Expenses	\$(80.00)	\$80.00	\$0.00	\$0.00		
7220 - Marketing Copies / Print Expenses	\$(200.00)	\$200.00	\$0.00	\$0.00		
7710 - Travel Fares	\$(15,800.00)	\$15,800.00	\$10,000.00	\$10,000.00		
7720 - Gas	\$(6,160.00)	\$6,160.00	\$5,840.00	\$5,840.00		
7730 - Car / Van Rental	\$(35,800.00)	\$35,800.00	\$32,200.00	\$32,200.00		
7740 - Accomodations	\$(10,100.00)	\$10,100.00	\$8,500.00	\$8,500.00		
7820 - Registration Expense	\$(250.00)	\$250.00	\$0.00	\$0.00		
[All Expense Total]	\$(103,932.00)					
[Revenue GL]1000 - Dues		\$17,100.00				
[All Revenue Total]		\$17,100.00				

QUESTIONS & ANSWERS

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

Alternative Spring Break has applied for Special Fees funding in the past three years to provide the same programming outlined in this application. Each time, the Undergraduate Senate and the undergraduate students supported and voted for our funding requests.

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

Due to consistently overwhelming student demand in the past three years, we are expanding our programming. We strive to offer 2 additional spring break courses and trips in 2011-2011 and 2 new Thanksgiving break programs, which will be modeled closely after the spring break programs. The average cost in each line-item have not increased significantly (some decreased) compared to previous years; we are just scaling up the program.

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

Alternative Spring Break exposes students to complex social and cultural issues through community visits, experiential learning, direct service, group discussion, readings, and reflection activities. The program's vision is to transform students into advocates of social change on issues affecting our communities. For more information, please visit <http://asb.stanford.edu> or email the director team.

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

We publicize our trip leader recruitment as well as the winter seminars and spring trips through community service and dorm email lists, our website <http://asb.stanford.edu>, Facebook events, participation in Activity Fairs, Haas Center outreach and communications, selected flyers especially in frosh dorms, banners, and various other media. We advertise speaker events or presentations during winter and spring in accordance with ASSU funding policies, on studentevents.stanford.edu, events.stanford.edu, and through the above channels.

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.

Not applicable

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

Alternative Spring Break does not have any accounts outside the ASSU/SSE banking system. Our current ASSU accounts include Special Fee funding for this year (most of it will be spent right before and after spring break) and the Special Fee reserve account, which holds unused Special Fee funds from previous years. As of February 2011, the reserve balance is zero. We hold and are required to keep \$12,000 in the ASSU credit card collateral account. We receive participant fees from each participant, but we grant reduced fees and subsidies to financial aid participants.

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

1. Van Rentals: We use local public transportation (for example: Caltrain, Washington DC metro) and walking whenever possible. Most of the trips, however, require traveling around a broader metropolitan area or travel large distances to their destinations (e.g. Southern California). Two vans are used per trip to fit 14 passengers total.

Travel is essential to the community service and experiential learning mission of the program, as field experiences and service opportunities are limited on campus. The average number of miles traveled is 668 per car, based on previous years. The rental car company charges approximately \$850-\$900 per van for the spring break week as of February 2011, which reflects annual above-inflation price hikes. In addition, the University's Department of Risk Management is forcing all student groups as of end of 2009/beginning of 2010 to purchase primary insurance from the rental car company. Previously the University covered the primary insurance for student groups. The insurance is \$34 per vehicle per day as of 2010.

2. Food: Food funding will subsidize groceries and snack purchases during the spring break trips. Trip leaders make all efforts to buy healthy and cheap groceries for modest meals for the week-long trips. This benefits especially participants receiving financial aid, who otherwise will not be able to participate in the trips. Funding is necessary because spring break groups are expected to stay together and housing accommodations usually do not provide easy access to supermarkets and dining places. Preparing meals as a group is healthier and much cheaper than shopping and eating individually. Subsidizing each meal at \$3, the average cost for a week-long trip with 14 participants is \$900. This is well below the \$7 meal rate per student. Food spending is tightly controlled and luxurious meals are not allowed.

3. Travel funding is needed (1) to pay for parking and public transportation and (2) to subsidize airfares for a limited number of out-of-state trips for participants receiving financial aid. Whenever possible we prefer California trips over trips traveling by air. // (1) In New York City and Washington DC and whenever else possible we use public transportation INSTEAD of rental vans, saving more than \$1500 per trip. DC Metro passes are \$26.40/person. Trips not using public transportation need funding for public parking, especially in Los Angeles and San Francisco. (2) The majority of ASB participants receives financial aid. We work closely with the Financial Aid Office to determine need and we provide partial airfare subsidies to those who would not be able to afford the trip otherwise. Participant admission to the program is need-blind and financial aid subsidies fluctuate every year, based on the applicants' needs. The financial manager and trip leaders work together to purchase the most cost-effective airfares for participants. Past ticket prices were for example: \$291 roundtrip SFO-Reagan, \$293 roundtrip SFO-New Orleans, \$400 roundtrip SFO-Dulles, \$384 SFO-Grand Junction/Las Vegas-SFO. Air travel trips are the most popular of our program each year and receive the highest number of applications.

What is the average attendance at your events?

Alternative Spring Break aims to organize 19 winter seminars and spring break trips next year. Each seminar and trip will enroll 14 students due to logistical and airfare/van funding constraints. The total enrollment will be $14 \times 19 = 266$. Applications are open to all Stanford students, need-blind, and competitive. 98% of our applicants and participants are undergraduates. Each year, we receive hundreds of applications in excess of our program capacity, which is the reason for our long-term expansion plans.

Additionally, 30-60 students turn out to each speaker event and presentation during winter and spring quarter.

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

Alternative Spring Break's flagship programs are the spring break service-learning trips. While the issues addressed each year are depend on the different interests of the trip leaders, below are the 17 trips that are offered in during the 2010-2011 year. We aim to build a similarly diverse and competent program next year, with 19 spring break trips.

A Veteran's Affair: Issues in Healthcare

Asian American Issues: From Identity to Action

Beneath the Bounty: Healthcare in Underserved Agricultural Communities

Design for Social Change

Faith in Action: Interfaith Perspectives on Public Service

Filipino American Struggles & Triumphs: Investigating

Immigrant Issues in the United States and the Philippines

Food for Thought

For the Sake of Women: Exploring Disparities in Women's Health and Health Policy

Growing Creativity: Education Reform in New York City and Beyond

Justice Deferred: The California Prison System

Muslim Matters: Exploring Muslim-American Issues

Papers, Please: Crossing and Living, Immigration in Arizona

Queer(y)ing the Margins: LGBTQ Issues

Safe Sex is Great Sex, Better Wear a Latex: Exploring Teen Sexual

and Reproductive Health Issues in Underserved Communities

Social Entrepreneurship

Step Up from the Streets: Helping the Homeless

The Changing Face of HIV/AIDS: Confronting a Shifting Epidemic

During each of these trips, students are immersed in the issue through direct community service, speaking with relevant constituencies, meetings with community members and leaders, as well as group discussion and reflection. Prior to the trip, all participants enroll in a winter quarter group directed reading seminar on their topic, organized in a format similar to a student-initiated course. The 1-unit seminar is sponsored by a faculty adviser and is designed and facilitated by the two trip leaders. These seminars encourage participants to think critically about their topic prior to personal involvement during spring break.

During spring quarter, after the trips return, ASB invites representatives from local organizations who were involved in the success of the respective trips, to campus. These event provides a space for reflection about the spring break experience as a whole, as well as a forum and springboard for sharing ideas with the Stanford community. Trips also organize guest speaker events, awareness events, and presentations to share their experiences with the Stanford community.

Why are you requesting Special Fees?

Alternative Spring Break is requesting Special Fees because our group size and the extent of our programming require funding beyond the caps and policies for the General Fee.

In the past, 15-17 independent, student-run winter seminars and spring break service-learning trips comprised ASB, each with its own unique focus topic, program activities, and field trip. ASB is thus one of the largest community service organizations on campus. For the spring break trips, ASB subsidizes important expenses, such as food and groceries, speaker honoraria, local transportation, and housing accommodations. All expenses are strictly budgeted and strictly controlled to be cost-effective, modest, and often times even frugal. Furthermore, ASB provides a financial aid program that partially subsidizes air travel fares for participants which the Financial Aid Office has identified as needy. This year, the majority of participants and a disproportionately high fraction of air travel students qualified for financial aid.

The limited budgets of trips, and the goal and nature of the program, force the trip leaders and participants to live simply and frugally during the one week in the field, but we request Special Fees funding for necessary expenses. Traveling off-campus, for example to locations in Southern California, around the Bay Area, or to the East Coast, is a crucial component of ASB to provide participants with the community connections and field experience. As a community service organization in which participants travel to various locations to perform community service and learn about social issues, there are various costs that are not typically available from the General Fee. These include housing costs, which are typically paid as honoraria to churches, schools and local youth centers. Van rentals are also necessary for transport around metropolitan areas when public transportation is unavailable.

Alternative Spring Break delivers substantial value to the Stanford community. We are a nationally recognized Alternative Break program, and regularly receive requests for assistance from other universities seeking to initiate or improve their own programs. Newspapers such as the San Francisco Chronicle quoted ASB and The Stanford Fund newsletter, which seeks to raise funds available to all student groups on campus as well as other academic initiatives and financial aid, featured our program. On campus, ASB is a resource for other community service and service-learning groups seeking to create similar programs, like Hillel's new Alternative Spring Break program and the SPOT trips that precede New Student Orientation for interested frosh. ASB has directly inspired the creation of other student groups, including Stanford Beyond Bars, AIYME, Street Forum, and the Stanford Immigrant Rights Project.

BUDGET DETAIL

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
2011-2012 25th Anniversary and Reunion Celebration		\$(980.00)	\$980.00	\$0.00	\$0.00		
Alternative Spring Break will be celebrating its 25th anniversary during the 2011-2012 school year. The main celebration even will bring together past and present trip leaders and participants, faculty, alumni, and friends of the program.							
Location:	Contact:				Attendance:	100(total)	
Url:						UG: 60	Staff: 10
						Grad: 0	Other: 30
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6560	<i>The event food is for a reception and dinner with 100 alumni, faculty, staff, leaders and participants. It will be a large but economical dinner hosted to celebrate the 25th anniversary of ASB. Average cost of the dinner is \$5-\$6 per head.</i>	\$(600.00)	\$600.00	\$0.00	\$0.00		
Event Food (Undergraduate Special Fees/Annual)							
7080	<i>Event supplies include poster boards, photos, large prints, banners, etc. to showcase our work at the event.</i>	\$(300.00)	\$300.00	\$0.00	\$0.00		
Event Supplies Expenses (Undergraduate Special Fees/Annual)							
7200	<i>The expenditure required to promote this event. This includes printing fliers and banners.</i>	\$(80.00)	\$80.00	\$0.00	\$0.00		
General Marketing Expenses (Undergraduate Special Fees/Annual)							
2011-2012 General Program Administration		\$(990.00)	\$990.00	\$540.00	\$540.00		
Alternative Spring Breaks incurs program administration expenses year-around. ASB conducts its trip leader recruitment and training mainly during autumn quarter. During autumn quarter, ASB also recruits and matches participant applicants to the trips.							
Location:	Contact:				Attendance:	10(total)	
Url:						UG: 10	Staff: 0
						Grad: 0	Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6500	<i>Training for trip leaders is a crucial component \$(500.00) for the program. Topics covered include ethical and effective service, group discussion techniques, curriculum design, trip logistics and safety, etc. Trip leaders attend a Saturday retreat and a seminar at the Haas Center during autumn quarter. Budgeting \$150 for retreat expenses (handouts, office supplies, community building activities, etc.) and \$11 for a training handbook (binder + 75 pages of copies). \$150 retreat + \$10 binder * 38 = \$500</i>	\$(500.00)	\$500.00	\$500.00	\$500.00		
Training Mat (Undergraduate Special Fees/Annual)							
7130	<i>Postage is needed to mail speaker contracts, \$(40.00)insurance certificates, trip logistics materials, and thank-you cards, whenever email cannot be used. On average, 100 letters total at \$0.44</i>	\$(40.00)	\$40.00	\$40.00	\$40.00		
Postage/Courier (Undergraduate Special Fees/Annual)							
7220	<i>Copies are needed for limited classroom handouts during the winter quarter seminar (if possible we provide electronic readings). Copies are also needed for handouts during the trip where laptops are discouraged. Specific examples are waiver forms, emergency contact handouts, itineraries, reading materials, speaker biographies, etc. Copies are also needed for financial records, contracts, and organizational reports. 25 copies per participant at \$0.10 per copy adds up to \$35 per seminar. This is estimated for roughly 8 seminars in a year.</i>	\$(200.00)	\$200.00	\$0.00	\$0.00		
Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)							
7820	<i>Membership registration fees with national organization, Break Away (http://www.alternativebreaks.org/). Associate membership (the lowest membership level) costs \$250 per year.</i>	\$(250.00)	\$250.00	\$0.00	\$0.00		
Registration Expense (Undergraduate Special Fees/Annual)							
2011-2012 Thanksgiving Break Trips		\$(6,600.00)	\$6,600.00	\$6,000.00	\$6,000.00		
Alternative Spring Break will offer a Thanksgiving Break program components for trip participants: 1) Participants attend a few weekend seminars meeting during fall quarter. 2) Participants go on a 4-5-day long field trip during Thanksgiving break. Locations will be in the Bay Area.							
Location:	Contact:				Attendance:	30(total)	
Url:						UG: 30	Staff: 0
						Grad: 0	Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
2011-2012 Thanksgiving Break Trips		\$(6,600.00)	\$6,600.00	\$6,000.00	\$6,000.00		
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Location:		Contact:			Attendance:	30(total)	
Url:						UG: 30	Staff: 0
						Grad: 0	Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6310	<i>Honoraria or substitute gifts are presented to guest speakers who come to campus as part of the winter quarter seminars and to a few particularly helpful speakers/community-organizations during the spring break trip. Honoraria amounts are modest at \$25-\$75 per speaker. Each seminar and trip meets with ten speakers/organizations and will need \$200 on average per trip, based on previous years. This is well below the soft cap of \$10/attendee. \$200 x 2 = \$400</i>	\$(400.00)	\$400.00	\$400.00	\$400.00		
Honoraria Fees (Undergraduate Special Fees/Annual)							
6560	<i>Food funding will subsidize groceries and snack \$(1200.00) purchases during the thanksgiving break trips. Trip leaders make all efforts to buy healthy and cheap groceries for modest meals for the week-long trips. This benefits especially participants receiving financial aid, who otherwise will not be able to participate in the trips. Funding is necessary because thanksgiving break groups are expected to stay together and housing accommodations usually do not provide easy access to supermarkets and dining places. Preparing meals as a group is healthier and much cheaper than shopping and eating individually. An average of \$600 per trip for 4-6 days for two trips = \$1200</i>	\$(1,200.00)	\$1,200.00	\$1,200.00	\$1,200.00		
Event Food (Undergraduate Special Fees/Annual)							
7080	<i>Materials for community service projects with local organizations: poster boards, photos, large prints, banners</i>	\$(600.00)	\$600.00	\$600.00	\$600.00		
Event Supplies Expenses (Undergraduate Special Fees/Annual)							
7720	<i>We use public transportation whenever possible, but most trips travel large distances. Two vans are used per trip to fit 14 passengers total. Travel is essential to the community service and experiential learning mission of the program, as field experiences and service opportunities are limited on campus. The average number of miles traveled is 1335 per trip or 668 per car (Bay Area: 7 days * 75 miles * 2 vans = 1050, Los Angeles: 7 days * 100 miles * 2 vans + 4 * 375 miles road trip = 2900). The average cost of gas per trip for 4-6 days amounts to \$200. Thus, for two trips the cost = \$400</i>	\$(400.00)	\$400.00	\$400.00	\$400.00		
Gas (Undergraduate Special Fees/Annual)							
7730	<i>We use public transportation whenever possible, but most trips require vans to travel large distances. Two vans are used per trip to fit 14 passengers total. Travel is essential to the community service and experiential learning mission of the program, as field experiences are limited on campus. It is not possible for us to use alternate means, such as Haas Center vans or Zipcars because of the size, duration, and locations of our program. // As of February 2010, Enterprise quotes a van rental for a week at \$500 per week + \$200 for additional days + \$65 sales tax. Out-of-state rentals will certainly require additional taxes and fees for airport use, under-25 drivers, etc. We work closely with the Enterprise office at Stanford to secure the cheapest prices and they often accommodate us by waiving local under-25 fees. Nonetheless, price increases beyond inflation are certain for next year. // In addition to rental fees, the University's Department of Risk Management is also requiring student groups to purchase primary insurance from Enterprise as of 2010. Previously the University covered primary insurance. This is currently \$34/vehicle/day. Price increases beyond inflation are certain. // 4 vans x \$600 rental fee + \$34 insurance * 4 vans * 7 days = \$3400</i>	\$(3,400.00)	\$3,400.00	\$3,400.00	\$3,400.00		
Car / Van Rental (Undergraduate Special Fees/Annual)							

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
2011-2012 Thanksgiving Break Trips		\$(6,600.00)	\$6,600.00	\$6,000.00	\$6,000.00		
Alternative Spring Break will offer a Thanksgiving Break program components for trip participants: 1) Participants attend a few weekend seminars meeting during fall quarter. 2) Participants go on a 4-5-day long field trip during Thanksgiving break. Locations will be in the Bay Area.							
Location:	Contact:				Attendance:	30(total)	
Url:						UG: 30	Staff: 0
						Grad: 0	Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
7740	<i>Spring break trips usually stay at very modest accommodations, such as community centers, school gyms, churches, or community member homes. We provide these generous hosts with a small donation or substitute gifts in the range of only \$100-\$200 - usually for a week's stay for a group of 14. This is well below hostel or hotel rates. Travel away from campus is essential to the community service and experiential learning mission of the program, as field experiences are limited on campus. We only use hostels when no other arrangement can be made. Hostels charge between \$20 and \$25 per person per night. Based on previous years, we approximate the cost of living to amount to approximately \$300. 300*2= \$600</i>	\$(600.00)	\$600.00	\$0.00	\$0.00		
Accommodations (Undergraduate Special Fees/Annual)							
2011-2012 Winter Quarter Seminars and Spring Break Trips		\$(89,110.00)	\$89,110.00	\$73,818.25	\$73,818.25		
Alternative Spring Break two main program components for trip participants: 1) Participants attend a weekly seminar meeting during winter quarter. 2) Participants go on a week-long field trip during spring break. Past locations include: New York, Washington DC, Los Angeles, Bay Area, Arizona, etc.							
Location:	Contact:				Attendance:	200(total)	
Url:						UG: 195	Staff: 0
						Grad: 5	Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6310	<i>Honoraria or substitute gifts are presented to guest speakers who come to campus as part of the winter quarter seminars and to a few particularly helpful speakers/community-organizations during the spring break trip. Honoraria may also be used for 2-4 speaker events during spring quarter open to the public. Honoraria amounts are modest at \$25-\$75 per speaker. Each seminar and trip meets with ten speakers/organizations and will need \$210 on average per trip, based on previous years. This is well below the soft cap of \$10/attendee. \$210 x 19 = \$3990</i>	\$(3,990.00)	\$3,990.00	\$3,570.00	\$3,570.00		
Honoraria Fees (Undergraduate Special Fees/Annual)							
6560	<i>Food funding will subsidize groceries and snack \$(17100.00) purchases during the spring break trips. Trip leaders make all efforts to buy healthy and cheap groceries for modest meals for the week-long trips. This benefits especially participants receiving financial aid, who otherwise will not be able to participate in the trips. Funding is necessary because spring break groups are expected to stay together and housing accommodations usually do not provide easy access to supermarkets and dining places. Preparing meals as a group is healthier and much cheaper than shopping and eating individually. Subsidizing each meal at \$3.50, the average cost for a week long trip with 14 participants is \$900. This is well below the \$7 meal rate plan per student. 900*19 = \$17100</i>	\$(17,100.00)	\$17,100.00	\$15,300.00	\$15,300.00		
Event Food (Undergraduate Special Fees/Annual)							
7080	<i>Spring break trips conduct community service projects to provide experiential learning opportunities and community connections. Past projects include for example preparing educational materials and presentations for a community health fair or setting up water stations in the desert or environmental conservation projects. Specific expenses are for example for posterboards, education materials, construction materials, tools and clothing rentals, etc. The average cost per trip is \$100, based on estimates. \$100 x 19 = \$1900.</i>	\$(1,900.00)	\$1,900.00	\$1,700.00	\$1,700.00		
Event Supplies Expenses (Undergraduate Special Fees/Annual)							

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
2011-2012 Winter Quarter Seminars and Spring Break Trips		\$(89,110.00)	\$89,110.00	\$73,818.25	\$73,818.25		
Alternative Spring Break two main program components for trip participants: 1) Participants attend a weekly seminar meeting during winter quarter. 2) Participants go on a week-long field trip during spring break. Past locations include: New York, Washington DC, Los Angeles, Bay Area, Arizona, etc.							
Location:	Contact:				Attendance:	200(total)	
Url:						UG: 195	Staff: 0
						Grad: 5	Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
7140	<i>Copies are needed for limited classroom handouts during the winter quarter seminar (if possible we provide electronic readings). Copies are also needed for handouts during the trip where laptops are discouraged. Specific examples are waiver forms, emergency contact handouts, itineraries, reading materials, speaker biographies, etc. Copies are also needed for financial records, contracts, and organizational reports. An average of \$20 per trip is estimated from previous years' expenditures. 20*19=380</i>	\$(380.00)	\$380.00	\$168.25	\$168.25		
Copies (Not Marketing) (Undergraduate Special Fees/Annual)							
7150	<i>Office supplies are needed to facilitate the winter seminar, which places a strong emphasis on collaboration and group discussion using communicative tools, as well as reflection & journalism activities during the spring break trip. Expenses are typically for markers, pens, index cards, notebook paper, journals, poster boards, binders, colored markers, etc. There is no better way to handle office supplies centrally because each trip is an independent group. Average cost per trip is \$20, based on previous years. \$20 x 19 = \$380</i>	\$(380.00)	\$380.00	\$340.00	\$340.00		
Office Supplies (Undergraduate Special Fees/Annual)							
7180	<i>This is the expenditure required to incorporate course readers, publishing fees, textbooks, required readings for courses and training materials for leaders and coordinators. The average cost of these expenditures amounted to an average of \$100 in previous years.</i>	\$(1,900.00)	\$1,900.00	\$0.00	\$0.00		
Educational Literature (Undergraduate Special Fees/Annual)							
7710	<i>Travel funding is needed (1) to pay for parking and transportation and (2) to subsidize airfares for a limited number of out-of-state trips for participants receiving financial aid. Whenever possible we prefer California trips over trips traveling by air. (1) In New York City and Washington DC and whenever else possible we use public transportation INSTEAD of rental vans, saving more than \$1500 per trip. DC Metro passes are \$26.40/person. Trips not using public transportation need funding for public parking, especially in Los Angeles and San Francisco. The average cost for parking and public transportation is \$100 per trip, with based on previous years. \$100 x 18 = \$1800. // (2) The majority of ASB participants receives financial aid. We work closely with the Financial Aid Office to determine need and we provide partial airfare subsidies to those who would not be able to afford the trip otherwise. Participant admission to the program is need-blind and financial aid subsidies fluctuate every year, based on the applicants' needs. The financial manager and trip leaders work together to purchase the most cost-effective airfares for participants. Past ticket prices were for example: \$293 roundtrip SFO-New Orleans, \$400 roundtrip SFO-Dulles, \$384 SFO-Grand Junction/Las Vegas-SFO. Planning for 5 out-of-state travel trips with 14 participants each at the \$200 subsidy: 5 x 14 x \$200 = \$14000. \$1,800 public transportation and parking + \$14,000 airfare subsidies = \$15800.</i>	\$(15,800.00)	\$15,800.00	\$10,000.00	\$10,000.00		
Travel Fares (Undergraduate Special Fees/Annual)							

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
2011-2012 Winter Quarter Seminars and Spring Break Trips		\$(89,110.00)	\$89,110.00	\$73,818.25	\$73,818.25		
Alternative Spring Break two main program components for trip participants: 1) Participants attend a weekly seminar meeting during winter quarter. 2) Participants go on a week-long field trip during spring break. Past locations include: New York, Washington DC, Los Angeles, Bay Area, Arizona, etc.							
Location:		Contact:			Attendance:		
Url:					200(total)	UG: 195	Staff: 0
					Grad: 5		Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
7720	<i>We use public transportation whenever possible, but most trips travel large distances. Two vans are used per trip to fit 14 passengers total. Travel is essential to the community service and experiential learning mission of the program, as field experiences and service opportunities are limited on campus. The average number of miles traveled is 1335 per trip or 668 per car (Bay Area: 7 days * 75 miles * 2 vans = 1050, Los Angeles: 7 days * 100 miles * 2 vans + 4 * 375 miles road trip = 2900). The average cost of gas per trip was \$320 last year. 320*18= \$5760</i>	\$(5,760.00)	\$5,760.00	\$5,440.00	\$5,440.00		
Gas (Undergraduate Special Fees/Annual)							
7730	<i>We use public transportation whenever possible, but most trips require vans to travel large distances. Two vans are used per trip to fit 14 passengers total. Travel is essential to the community service and experiential learning mission of the program, as field experiences are limited on campus. It is not possible for us to use alternate means, such as Haas Center vans or Zipcars because of the size, duration, and locations of our program. // Van rental cost + insurance (University-mandated) + sales tax are \$900 per vehicle for 1 week. Out-of-state rentals will certainly require additional taxes and fees for airport use, under-25 drivers, etc. We work closely with the Enterprise office at Stanford to secure the cheapest prices and they often accommodate us by waiving local under-25 fees. Price increases beyond inflation are to be expected for next year. // In addition to rental fees, the University's Department of Risk Management is also requiring student groups to purchase primary insurance from Enterprise as of 2010. The University does not cover primary insurance anymore as of winter 2010. // 38 vans x \$900 fee = \$32,400.</i>	\$(32,400.00)	\$32,400.00	\$28,800.00	\$28,800.00		
Car / Van Rental (Undergraduate Special Fees/Annual)							
7740	<i>Spring break trips usually stay at very modest accommodations, such as community centers, school gyms, churches, or community member homes. We provide these generous hosts with a small donation or substitute gifts in the range of only \$100-\$200 - usually for a week's stay for a group of 14. This is well below hostel or hotel rates. Travel away from campus is essential to the community service and experiential learning mission of the program, as field experiences are limited on campus. We only use hostels when no other arrangement can be made. Hostels charge between \$20 and \$25 per person per night. Based on previous years, the average housing cost per trip is \$500. \$500 x 19 = 9500</i>	\$(9,500.00)	\$9,500.00	\$8,500.00	\$8,500.00		
Accommodations (Undergraduate Special Fees/Annual)							
APPLICATION TOTALS		\$(97,680.00)	\$97,680.00	\$80,358.25	\$80,358.25		

ACCOUNT BALANCES

Account		Balance
2-6868-1-0-2800	ALTERNATIVE SPRING BREAK SERV PRJ	\$36,584.49
2-6868-1-0-2805	ALTERNATIVE SPRING BREAK CREDIT CARD	\$12,000.00
2-6868-1-0-2830	ALTERNATIVE SPRING BREAK STANFORD FUND	-\$4,032.20
2-6868-2-5-6310	SPR BRK SRV PRJ SPEC FEE HONORARIA FEES	\$6,300.00
2-6868-2-5-6500	SPR BRK SRV PRJ SPEC FEE TRAINING MAT	\$500.00
2-6868-2-5-6560	SPR BRK SRV PRJ SPEC FEE EVENT FOOD	\$8,156.38
2-6868-2-5-7080	SPR BRK SRV PRJ SPEC FEE EVENT SUPPLIES EXPENSES	\$900.00
2-6868-2-5-7090	SPR BRK SRV PRJ SPEC FEE PRIOR YEAR EXP	-\$196.87
2-6868-2-5-7130	SPR BRK SRV PRJ SPEC FEE POSTAGE/COURIER	\$20.00
2-6868-2-5-7140	SPR BRK SRV PRJ SPEC FEE COPIES (NOT MKTG)	\$341.38
2-6868-2-5-7150	SPR BRK SRV PRJ SPEC FEE OFFICE SUPPLIES	\$525.00
2-6868-2-5-7220	SPR BRK SRV PRJ SPEC FEE MKTG COPIES/PRINT EXP	\$180.00
2-6868-2-5-7710	SPR BRK SRV PRJ SPEC FEE TRAVEL FARES	\$7,535.40
2-6868-2-5-7720	SPR BRK SRV PRJ SPEC FEE GAS	\$4,272.00
2-6868-2-5-7730	SPR BRK SRV PRJ SPEC FEE CAR/VAN RENTAL	\$30,016.00
2-6868-2-5-7740	SPR BRK SRV PRJ SPEC FEE ACCOMMODATIONS	\$9,900.00
2-6868-2-5-7820	SPR BREAK SRV PRJ SPEC FEE REG EXP	\$0.00
2-6868-9-0-2820	SPR BRK SRV PRJ RESERVE	\$0.00