

Status: **Recommended with Modifications**

Financial Officer: Van Anh Tran

APPLICATION SUMMARY

Application Summary	Budgeted	Requested	Recommended	Approved	Petitioned	Elected
APPLICATION TOTALS	\$(104,675.20)	\$49,808.50	\$49,808.50	\$49,808.50		
Undergraduate Special Fees		\$49,808.50	\$49,808.50	\$49,808.50		
6310 - Honoraria Fees	\$(30,250.00)	\$15,950.00	\$15,950.00	\$15,950.00		
6320 - Technical Services	\$(11,021.00)	\$5,952.00	\$5,952.00	\$5,952.00		
6500 - Training Mat	\$(120.00)	\$75.00	\$75.00	\$75.00		
6560 - Event Food	\$(26,413.00)	\$13,645.00	\$13,645.00	\$13,645.00		
7080 - Event Supplies Expenses	\$(1,710.00)	\$1,185.00	\$1,185.00	\$1,185.00		
7140 - Copies (Not Marketing)	\$(740.00)	\$669.00	\$669.00	\$669.00		
7150 - Office Supplies	\$(1,284.00)	\$914.00	\$914.00	\$914.00		
7220 - Marketing Copies / Print Expenses	\$(2,976.75)	\$2,007.50	\$2,007.50	\$2,007.50		
7410 - Equipment Purchase (Non-Cap)	\$(1,433.35)	\$745.00	\$745.00	\$745.00		
7420 - Equipment Rental	\$(5,242.30)	\$3,218.00	\$3,218.00	\$3,218.00		
7430 - Equipment Maintenance	\$(450.00)	\$400.00	\$400.00	\$400.00		
7510 - Facilities Rental	\$(6,727.00)	\$1,932.00	\$1,932.00	\$1,932.00		
7520 - Facilities Janitorial	\$(2,036.00)	\$1,368.00	\$1,368.00	\$1,368.00		
7710 - Travel Fares	\$(3,280.00)	\$450.00	\$450.00	\$450.00		
7720 - Gas	\$(1,756.80)	\$408.00	\$408.00	\$408.00		
7740 - Accomodations	\$(1,925.00)	\$500.00	\$500.00	\$500.00		
7810 - Royalties Expense	\$(400.00)	\$200.00	\$200.00	\$200.00		
7820 - Registration Expense	\$(950.00)	\$190.00	\$190.00	\$190.00		
[All Expense Total]	\$(104,675.20)					

QUESTIONS & ANSWERS

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

Yes, AASA has applied each of the last three years. In the past three years, we have passed 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?

Yes, honoraria and event food has increased because we are aiming to reach out to more students on campus from different communities in the upcoming year. With the increasing costs of travel and hotel, speakers need more compensation for the time that they choose to give to our organizations.

In terms of technical services, although space and equipment rental costs from Event and Labor Services have increased, we are trying to find alternative sources of funding. Many free venues on campus are insufficient to host the number of people that some of our events target.

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

AASA uses Special Fees to put on events for the greater Stanford community. We invite guest speakers to come talk about social, political, and cultural issues pertinent to our communities. AASA subgroups also organize large cultural events such as TCS Night Market, SVSA Lunar New Year, and Sanskriti Mela Show that involve collaboration with each other as well as with other student groups on campus, both Asian American and others.

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

Event Food: Many of our subgroups are culturally based and celebrate various holidays. There are a diverse array of holidays celebrated by our community and many of them center around food. Moreover, our subgroups host events, such as cultural food workshops, to promote their culture and make it more familiar to the Stanford community. There are also numerous events and conferences held during meal times (or all day) which require food.

Technical Services: Our community hosts a minimum of four culture shows and a variety of other performances requiring technical services provided only by Stanford Events and Labor Services and UNNICO. A majority of equipment we need and use also comes from these sources for our performers, speakers, and co-sponsored events.

Honorarium: Because the community is so large, there are many different kinds of guests invited to speak on various topics. In order to fully understand the multiplicities of the community, multiple speakers are normally engaged. Also, the topics and areas of the community from which they come are vastly arrayed. Additionally, the speakers who come are usually higher profile figures who are influential and draw larger crowds.

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

All events are registered with Events at Stanford. Numerous email fliers and physical fliers are sent out on a weekly basis. There is also a calendar in the Asian American Activities Center. We send out a bi-monthly digest of all the events that occur in the AASA umbrella and update our website and online calendar frequently as well.

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.

5187 Asian American Theater Project Amanda Le
amandale@stanford.edu
5876 Hong Kong Student Association Hendrick Chan
hchan1@stanford.edu
5975 Hmong Student Union Maiyer Vang maiyer89@stanford.edu
6097 Korean Student Association Susie Choi susiec@stanford.edu
6413 Newtype Tiphonie Gammon gammontd@stanford.edu
6662 Q&A Jamie Querubin jamieque@stanford.edu
6788 Sanskriti Miriam Marks melloram@stanford.edu
7098 Stanford Asian American Activism Committee Van Anh Tran
vananht@stanford.edu
7031 Stanford Khmer Association Alvin Heng vinstter@stanford.edu
8546 Stanford University Nikkei Erica Richardson ericar@stanford.edu
8150 Stanford Vietnamese Student Association Vinh Bui
vbui22@stanford.edu
8556 Taiwanese Cultural Society Stephanie Liou
sevenine@stanford.edu
8572 Thai American Intercultural Society Wichsinee Wibulpolprasert
wichsine@stanford.edu
8803 Undergraduate Chinese American Association Mark Fang
exile@stanford.edu

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

Accounts: 26,197.97
Reserves: 46,592.90

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

All of our events are open to the Stanford community. Although they occasionally target high school youth, all Stanford students are welcome to attend and learn. Stanford community members are also welcome at all events with very few exceptions--those being core retreats or trainings.

The following is a partial list of events held by AASA and its subgroups:

AASA We are Family Gathering
 AASA Ice Cream Social
 AASA Asian Images
 AASA Extravaganza
 AASA API Heritage Month Kick Off
 AASA Sports Tournament
 AASA Cracking the Fortune Cookie Series
 AASA Listen to the Silence
 AATP Productions
 HSU Conference
 HSU Film Screenings
 HSU API Heritage Month Panel
 HSU Hmong New Year Dinner
 KSA Culture Night
 KSA Noraebang Night
 Q&A Biquarterly Speaker Series
 SAAAC Political Film Screening
 SAAAC Asian American Issues Forum
 SAAAC Asian American Studies Panel
 SAAAC History Workshop
 Sanskriti Festival of Lights
 Sanskriti Rhythms
 Sanskriti Mela Cultural Show
 Sanskriti South Asian Awareness Month
 Sanskriti Big Speaker Event
 SKA SEA Intercollegiate Summit
 SUN Horror Movie Night
 SUN Sumo BBQ Day
 SVSA Culture Night
 SVSA Lunar New Year
 TCS Taste of Taiwan
 TCS Mid-Autumn Moon Festival
 UCAA Charity Date Auction

What is the average attendance at your events?

Major speaker event: 750
 Conference: 300
 Speaker series: 25-35
 Culture Nights: 200
 General events: 40-150

Why are you requesting Special Fees?

AASA not only puts on many events throughout the year, but it also serves as the financial umbrella for 14 subgroups that also produce their own events, independently and in collaboration with AASA. All of AASA's events are open to the entire Stanford student body, and are expensive to finance and organize. Furthermore, AASA co-sponsors events with the Asian American Activities Center (A3C) and other API interest organizations, other communities of color, and other groups to put on interesting and diverse programming.

BUDGET DETAIL

	Budgeted	Requested	Recommend	Approved	Petitioned	Elected
AASA Special Fees 2011-2012	\$(98,715.20)	\$49,808.50	\$49,808.50	\$49,808.50		
Examples include: AASA Listen to the Silence Conference (300 students x 10 speakers x 4 performers) AASA Talent Showcase (150 students x 5 performers) AASA Extravaganza (200 students x 2 performers) AASA API Kickoff Performance (75 people x 1 performance group) AASA Asian Images (100 students x 1 speaker) AASA Cracking the Fortune Cookie Dinner Series (25 students x 1 speaker/event x 3 events) AASA Participation in Women's Month (30 students x 1 speaker) Sanskriti Big Speaker Event (750 students x 1 major speaker) HSU Conference (100 students x 6 speakers) HSU API Heritage Month Panel (50 students x 4 panelists) KSA Culture Night (100 students x 4 performances) KSA Cultural Workshops and Discussions (50 students x 1 speaker/event x 3 events/year) Q&A API Heritage Month Event Collaboration (50 students x 2 speakers) Q&A Bi-quarter Speaker Series (40 students x 2 speakers x 6 events) Q&A Wall of Pride Exhibit (150 students x 10 speakers) SKA Cambodian Welcome Banquet (75 students x 1 speaker) SKA Khmer Night (30 students x 1 speaker) SAAAC Asian American Issues Forum (50 students x 3 speakers/event x 3 events) SAAAC Asian American Students Panel (50 students x 3 speakers) SAAAC History Workshop (30 students x 2 speakers) SAAAC API Heritage Month Panel (75 students x 3 speakers) SVSA Culture Night (150 students x 5 performance groups) SVSA Lunar New Year (100 students x 5 performance groups) TCS Quarter Speaker Series (100 students x 3 speakers) TCS Night Market (100 students x 5 performance groups) UCAA Speaker Series (20 students x 1 speaker x 5 events) *Please see attached hard copies (Approps)						
Location:	Contact:			Attendance:	1500(total)	
Uri:					UG: 1200	Staff: 5
					Grad: 150	Other: 0
	Budgeted	Requested	Recommend	Approved	Petitioned	Elected

6310	<i>Examples include:</i>	\$ (30,250.00)	\$ 15,950.00	\$ 15,950.00	\$ 15,950.00		
Honoraria Fees (Undergraduate Special Fees/Annual)	AASA Listen to the Silence Conference (300 students x 10 speakers x 4 performers) AASA Talent Showcase (150 students x 5 performers) AASA Extravaganza (200 students x 2 performers) AASA API Kickoff Performance (75 people x 1 performance group) AASA Asian Images (100 students x 1 speaker) AASA Cracking the Fortune Cookie Dinner Series (25 students x 1 speaker/event x 3 events) AASA Participation in Women's Month (30 students x 1 speaker) Sanskriti Big Speaker Event (750 students x 1 major speaker) HSU Conference (100 students x 6 speakers) HSU API Heritage Month Panel (50 students x 4 panelists) KSA Culture Night (100 students x 4 performances) KSA Cultural Workshops and Discussions (50 students x 1 speaker/event x 3 events/year) Q&A API Heritage Month Event Collaboration (50 students x 2 speakers) Q&A Bi-quarter Speaker Series (40 students x 2 speakers x 6 events) Q&A Wall of Pride Exhibit (150 students x 10 speakers) SKA Cambodian Welcome Banquet (75 students x 1 speaker) SKA Khmer Night (30 students x 1 speaker) SAAAC Asian American Issues Forum (50 students x 3 speakers/event x 3 events) SAAAC Asian American Students Panel (50 students x 3 speakers) SAAAC History Workshop (30 students x 2 speakers) SAAAC API Heritage Month Panel (75 students x 3 speakers) SVSA Culture Night (150 students x 5 performance groups) SVSA Lunar New Year (100 students x 5 performance groups) TCS Quarter Speaker Series (100 students x 3 speakers) TCS Night Market (100 students x 5 performance groups) UCAA Speaker Series (20 students x 1 speaker x 5 events)						

	Budgeted	Requested	Recommend	Approved	Petitioned	Elected
AASA Special Fees 2011-2012	\$(98,715.20)	\$49,808.50	\$49,808.50	\$49,808.50		
Examples include: AASA Listen to the Silence Conference (300 students x 10 speakers x 4 performers) AASA Talent Showcase (150 students x 5 performers) AASA Extravaganza (200 students x 2 performers) AASA API Kickoff Performance (75 people x 1 performance group) AASA Asian Images (100 students x 1 speaker) AASA Cracking the Fortune Cookie Dinner Series (25 students x 1 speaker/event x 3 events) AASA Participation in Women's Month (30 students x 1 speaker) Sanskriti Big Speaker Event (750 students x 1 major speaker) HSU Conference (100 students x 6 speakers) HSU API Heritage Month Panel (50 students x 4 panelists) KSA Culture Night (100 students x 4 performances) KSA Cultural Workshops and Discussions (50 students x 1 speaker/event x 3 events/year) Q&A API Heritage Month Event Collaboration (50 students x 2 speakers) Q&A Bi-quarter Speaker Series (40 students x 2 speakers x 6 events) Q&A Wall of Pride Exhibit (150 students x 10 speakers) SKA Cambodian Welcome Banquet (75 students x 1 speaker) SKA Khmer Night (30 students x 1 speaker) SAAAC Asian American Issues Forum (50 students x 3 speakers/event x 3 events) SAAAC Asian American Students Panel (50 students x 3 speakers) SAAAC History Workshop (30 students x 2 speakers) SAAAC API Heritage Month Panel (75 students x 3 speakers) SVSA Culture Night (150 students x 5 performance groups) SVSA Lunar New Year (100 students x 5 performance groups) TCS Quarter Speaker Series (100 students x 3 speakers) TCS Night Market (100 students x 5 performance groups) UCAA Speaker Series (20 students x 1 speaker x 5 events) *Please see attached hard copies (Approps)						
Location:	Contact:			Attendance:	1500(total)	
Url:					UG: 1200	Staff: 5
					Grad: 150	Other: 0
	Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6320	\$(11,021.00)	\$5,952.00	\$5,952.00	\$5,952.00		
Technical Services (Undergraduate Special Fees/Annual)	Examples include: AASA Listen to the Silence Conference AASA Talent Showcase Sanskriti Mela Sanskriti Rhythms SVSA Culture Night KSA Culture Night					
6500	\$(120.00)	\$75.00	\$75.00	\$75.00		
Training Mat (Undergraduate Special Fees/Annual)	AATP training for board members in order to learn how to run finances, produce a show, publicize and advertise etc.					
6560	\$(26,413.00)	\$13,645.00	\$13,645.00	\$13,645.00		
Event Food (Undergraduate Special Fees/Annual)	Examples include: AASA Cracking the Fortune Cookie Dinner Series AASA Ice Cream Social AASA Sports Tournament AASA Listen to the Silence Conference HKSA Hotpot Dinner HSU Conference HSU Hmong New Year Celebration Sanskriti Diwali (puja, dinner, garba) SVSA Lunar New Year TCS Speaker Series TCS Taste of Taiwan TCS Night Market UCAA Chinese New Year					
7080	\$(1,710.00)	\$1,185.00	\$1,185.00	\$1,185.00		
Event Supplies Expenses (Undergraduate Special Fees/Annual)	Paper, pencils, folders, general operating expenses for all groups + 3 toners * \$50/each for A3C printer where most groups print out weekly materials.					
7140	\$(740.00)	\$669.00	\$669.00	\$669.00		
Copies (Not Marketing) (Undergraduate Special Fees/Annual)	.13/copy for various events (request .07/copy) .10/sheet for printing for various events (request .05/copy) posters, etc. 1.25/each					
7150	\$(1,284.00)	\$914.00	\$914.00	\$914.00		
Office Supplies (Undergraduate Special Fees/Annual)	Construction paper rolls, paints, pens, pencils, dry erase markers, markers, post-it note pads, toner, paper, name tags					
7220	\$(2,976.75)	\$2,007.50	\$2,007.50	\$2,007.50		
Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)	Marketing events, fliers .13/copy (request .07/copy) .10/printing sheet (request .05/copy) 1.25 for posters					
7410	\$(1,433.35)	\$745.00	\$745.00	\$745.00		
Equipment Purchase (Non-Cap) (Undergraduate Special Fees/Annual)	Examples include: Culture night productions (stage building supplies, fabric, etc.) for SVSA KSA Noraebang Night Sanskriti Mela Show Sanskriti Rhythms Sanskriti Diwali Decorations for booths during SVSA Lunar New Year					
7420	\$(5,242.30)	\$3,218.00	\$3,218.00	\$3,218.00		
Equipment Rental (Undergraduate Special Fees/Annual)	For major shows: Culture nights, Concerts, etc. Equipment rental (tables, mics, chairs, etc.) from Cubberley, Dinkelspiel, UNNICO, ELS.					
7430	\$(450.00)	\$400.00	\$400.00	\$400.00		
Equipment Maintenance (Undergraduate Special Fees/Annual)	KSA Culture Night					

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AASA Special Fees 2011-2012	\$(98,715.20)	\$49,808.50	\$49,808.50	\$49,808.50		
Examples include: AASA Listen to the Silence Conference (300 students x 10 speakers x 4 performers) AASA Talent Showcase (150 students x 5 performers) AASA Extravaganza (200 students x 2 performers) AASA API Kickoff Performance (75 people x 1 performance group) AASA Asian Images (100 students x 1 speaker) AASA Cracking the Fortune Cookie Dinner Series (25 students x 1 speaker/event x 3 events) AASA Participation in Women's Month (30 students x 1 speaker) Sanskriti Big Speaker Event (750 students x 1 major speaker) HSU Conference (100 students x 6 speakers) HSU API Heritage Month Panel (50 students x 4 panelists) KSA Culture Night (100 students x 4 performances) KSA Cultural Workshops and Discussions (50 students x 1 speaker/event x 3 events/year) Q&A API Heritage Month Event Collaboration (50 students x 2 speakers) Q&A Bi-quarter Speaker Series (40 students x 2 speakers x 6 events) Q&A Wall of Pride Exhibit (150 students x 10 speakers) SKA Cambodian Welcome Banquet (75 students x 1 speaker) SKA Khmer Night (30 students x 1 speaker) SAAAC Asian American Issues Forum (50 students x 3 speakers/event x 3 events) SAAAC Asian American Students Panel (50 students x 3 speakers) SAAAC History Workshop (30 students x 2 speakers) SAAAC API Heritage Month Panel (75 students x 3 speakers) SVSA Culture Night (150 students x 5 performance groups) SVSA Lunar New Year (100 students x 5 performance groups) TCS Quarter Speaker Series (100 students x 3 speakers) TCS Night Market (100 students x 5 performance groups) UCAA Speaker Series (20 students x 1 speaker x 5 events) *Please see attached hard copies (Approps)						
Location:	Contact:			Attendance:	1500(total)	
Url:					UG: 1200	Staff: 5
					Grad: 150	Other: 0
	Budgeted	Requested	Recommend	Approved	Petitioned	Elected
7510	\$(6,727.00)	\$1,932.00	\$1,932.00	\$1,932.00		
Facilities Rental (Undergraduate Special Fees/Annual)	<i>Examples: Cubberley Auditorium/ Memorial Auditorium/Dinkelspiel Auditorium for culture shows, conferences, and performances</i>					
	<i>AASA Listen to the Silence Conference KSA Culture Night SVSA Culture Night Sanskriti Rhythms Sanskriti Mela</i>					
7520	\$(2,036.00)	\$1,368.00	\$1,368.00	\$1,368.00		
Facilities Janitorial (Undergraduate Special Fees/Annual)	<i>Clean-up, lock and unlock for Cubberley, Dink, MemAud, etc.</i>					
7710	\$(3,280.00)	\$450.00	\$450.00	\$450.00		
Travel Fares (Undergraduate Special Fees/Annual)	<i>Fares for travel to various conferences</i>					
7720	\$(1,756.80)	\$408.00	\$408.00	\$408.00		
Gas (Undergraduate Special Fees/Annual)	<i>Various community service events in San Jose and San Francisco, Pick-up of speakers for events</i>					
7740	\$(1,925.00)	\$500.00	\$500.00	\$500.00		
Accommodations (Undergraduate Special Fees/Annual)	<i>Hotel rooms during off-campus conferences</i>					
7810	\$(400.00)	\$200.00	\$200.00	\$200.00		
Royalties Expense (Undergraduate Special Fees/Annual)	<i>AATP Royalties for shows</i>					
7820	\$(950.00)	\$190.00	\$190.00	\$190.00		
Registration Expense (Undergraduate Special Fees/Annual)	<i>Registration fees for various conferences</i>					
	<i>SVSA UVSA Summit Q&A Conferences in Berkeley, at Washington State University in Pullman, Washington, and one hosted by UCSC TCS ITASA West Coast Conference SKA Southeast Asian Intercollegiate Summit</i>					
APPLICATION TOTALS	\$(98,715.20)	\$49,808.50	\$49,808.50	\$49,808.50		

ACCOUNT BALANCES

Account	Balance
2-5190-1-0-2800 ASIAN AMER STDNT ASSN - AASA	\$802.13
2-5190-1-0-2830 ASIAN AMER STDNT ASSN STANFORD FUND	\$470.23
2-5190-1-0-9010 AASA O/S PURCHASE ORDER	\$1,176.10
2-5190-2-5-6310 AASA SPEC FEE HONORARIA FEES	\$8,720.00
2-5190-2-5-6320 AASA SPEC FEE TECHNICAL SERVICES	\$2,131.00
2-5190-2-5-6500 AASA SPEC FEE TRAINING MAT	\$0.00
2-5190-2-5-6560 AASA SPEC FEE EVENT FOOD	\$3,459.09
2-5190-2-5-7020 AASA SPEC FEE COSPONSORSHIP EXP	\$3,900.00
2-5190-2-5-7080 AASA SPEC FEE EVENT SUPPLIES EXP	\$50.00
2-5190-2-5-7090 AASA SPEC FEE PRIOR YEAR EXP	-\$50.20
2-5190-2-5-7130 AASA SPEC FEE POSTAGE/COURIER	\$15.00
2-5190-2-5-7140 AASA SPEC FEE COPIES (NOT MKTG)	\$357.96
2-5190-2-5-7150 AASA SPEC FEE OFFICE SUPPLIES	\$955.03
2-5190-2-5-7220 AASA SPEC FEE MKTG COPIES/PRINT EXP	\$892.00
2-5190-2-5-7410 AASA SPEC FEE EQUIP (NON-CAP)	\$110.00
2-5190-2-5-7420 AASA SPEC FEE EQUIP RENTAL	\$858.90
2-5190-2-5-7510 AASA SPEC FEE FACILITIES RENTAL	\$522.00
2-5190-2-5-7520 AASA SPEC FEE FACILITIES JANITORIAL	\$874.00
2-5190-2-5-7710 AASA SPEC FEE TRAVEL FARES	\$1,490.00
2-5190-2-5-7720 AASA SPEC FEE GAS	\$305.00
2-5190-2-5-7740 AASA SPEC FEE ACCOMMODATIONS	\$335.83
2-5190-9-0-2820 AASA RESERVE	\$46,592.93