Application Summary
APPLICATION TOTALS

6560 - Event Food

Undergraduate Special Fees 6310 - Honoraria Fees

6320 - Technical Services 6340 - Security Services

7020 - Co-Sponsorship Expenses

7080 - Event Supplies Expenses

7140 - Copies (Not Marketing)

7420 - Equipment Rental

7520 - Facilities Janitorial

7510 - Facilities Rental

7710 - Travel Fares 7740 - Accomodations

[All Expense Total]

ASSU Special Fees 2/22/2011

\$(2,500.00)

\$(1,500.00)

\$(8,100.00)

\$(1,450.00)

\$(325.00)

\$(300.00)

\$(625.00)

\$(42,700.00)

\$(100.00)

\$2,500.00

\$1,500.00

\$100.00

\$8,100.00

\$1,450.00

\$325.00

\$300.00

\$625.00

\$2,500.00

\$1,500.00

\$8,100.00

\$1,450.00

\$325.00

\$300.00

\$625.00

\$100.00

Status: Recommended with Modifications

APPLICATION SUN	1MARY				
Budgeted	Requested	Recommended	Approved	Petitioned	Elected
\$(42,700.00)	\$42,700.00	\$42,700.00	\$42,700.00		
	\$42,700.00	\$42,700.00	\$42,700.00		
\$(16,200.00)	\$16,200.00	\$16,200.00	\$16,200.00		
\$(1,000.00)	\$1,000.00	\$1,000.00	\$1,000.00		
\$(300.00)	\$300.00	\$300.00	\$300.00		
\$(10,300.00)	\$10,300.00	\$10,300.00	\$10,300.00		

\$2,500.00

\$1,500.00

\$8,100.00

\$1,450.00

\$325.00

\$300.00

\$625.00

\$100.00

Financial Officer: Brandon Jackson

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 and received Special Fees for the past 3 years, with the average amount recommended by the Senate being over \$30,000.

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

We are asking a modest percentage increase over the approved amount from last year in order to sustain the higher level and quality of programming we strove to achieve this year and hope to continue next year, in addition to guaranteeing that we will be able to match the increase in costs and fees.

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

We provide an open forum for students to talk and learn about social, political and cultural issues involving the Black community at Stanford the greater community.

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

For this upcoming year, our 3 largest line item requests are Event Food, Honorarium, and Equipment Rental. Many of our events are dinner programs, where we feed hundreds of students as part of a larger program and food is essential. Honorarium is also a large necessity for us as many of our events have speakers intended to inspire and motivate our audience; we also have to pay for DJs for certain events. Having DJs and speakers at numerous events requires a lot of aid for Events and Labor Services, and is the reason behind Equipment Rental being such a large line item.

What is the average attendance at your events?

On average, there are approximately 250 to 300 at each event, but many of our events have well over 450 attendees. We host events that are small scale, intimate settings that have an average of 35 people but can be as large as 500.

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

We use flyering as publicity for all our events. In addition to this, we publicize through Facebook events, word of mouth, email, and our group website. Yes.

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

1.) \$41,674.72, 2.) \$11,370.84 3.) N/A 4.) \$8,207.53 (Stanford Fund)

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

All of our events, with the exception of Frosh Convocation, are open to all the campus. These events include Kwanzaa Celebration, Battle of the Bay, and Black Love, which are attended by a wide representation of students on campus.

Why are you requesting Special Fees?

As a large group encompassing the entirety of the black community and reaching out to the entire Stanford community, our programming is extensive and the numerous large-scale events we organize cannot be covered by only \$6000.

		BUDGET DETA	LL				
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
Battle of the Bay 2012	the PSII that brings other PSII computer form	\$(6,550.00)	\$6,550.00	\$6,550.00	\$6,550.00		
in a friendly competition	the BSU that brings other BSU campuses from	unoughout the Bay Area	to snare differ	ent art styles w	iui each other		
Location:		Contact:			Attendance:	600(total)	
Url:						UG: 350 Grad: 100	Staff: 0 Other:
		Budgeted	Requested	Recommend	Approved	Petitioned	
6310	Fees for Featured Hip Hop Dance artist and	\$(4,000.00)	\$4,000.00	\$4,000.00	\$4,000.00		
Honoraria Fees (Undergraduate Special	Multiple Student Group Performers. Attendees include +400 on and off campus students.						
Fees/Annual) 6340	Security for Guest Artists	\$(300.00)	\$300.00	\$300.00	\$300.00		
Security Services (Undergraduate Special							
Fees/Annual) 7420	Tables, chairs, wireless mic package, lighting,	\$(2,000.00)	\$2,000.00	\$2,000.00	\$2,000.00		
Equipment Rental (Undergraduate Special	projector/screen and associated labor costs.	,					
Fees/Annual) 7510	Portion of facility costs for Dinklespiel Auditorium	\$(250.00)	\$250.00	\$250.00	\$250.00		
Facilities Rental (Undergraduate Special		,	·	·	·		
Black Love 2012: Our He	eart to Yours dition; we engage in a display of student and pr	\$(6,950.00)	\$6,950.00	\$6,950.00	\$6,950.00		
Location:	inton, we engage in a display of student and pr	Contact:	officing love a	and relationships	Attendance:	300(total)	
Url:						UG: 260 Grad: 40	Staff: 0 Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned	
6310 Honoraria Fees (Undergraduate Special	National artist/group/band fee for performance. Including fees for student/off campus representative performances.	\$(3,000.00)	\$3,000.00	\$3,000.00	\$3,000.00		
Fees/Annual) 7080	Decorations, table settings, dinnerware,	\$(300.00)	\$300.00	\$300.00	\$300.00		
Event Supplies Expenses (Undergraduate Special	performance rider needs.	\$(300.00)	\$300.00	\$300.00	\$300.00		
Fees/Annual) 7420	Portion of costs for Stage, lighting ,	\$(2,600.00)	\$2,600.00	\$2,600.00	\$2,600.00		
Equipment Rental (Undergraduate Special Fees/Annual)	microphones, decorations, and sound system.	,					
7510	Rental of Schwab dining, Brecht Hall, or Alumni	\$(550.00)	\$550.00	\$550.00	\$550.00		
Facilities Rental (Undergraduate Special Fees/Annual)	Center.						
7740 Accomodations	Hotel for Artist/band travel party of ~4-5.	\$(500.00)	\$500.00	\$500.00	\$500.00		
(Undergraduate Special Fees/Annual)							
Black Plaza 2011		\$(1,000.00)	\$1,000.00	\$1,000.00	\$1,000.00		
In a collaboration with the year	BSU, NAACP, Black Grad Student Association a	and the Black House, this	is the first full	community gath	nering of the		
Location: Url:		Contact:			Attendance:	400(total) UG: 200	Staff: 50
						Grad: 150	Other: 0
7020	Annual Co-Sponsorship of Black Plaza event.	Budgeted \$(1,000.00)	\$1,000.00	\$1,000.00	Approved \$1,000.00	Petitioned	Elected
Co-Sponsorship Expenses (Undergraduate Special	Partnership with Black Community Services Center.	\$(1,000.00)	\$1,000.00	\$1,000.00	\$1,000.00		
Fees/Annual) BSU General Body Meeti	inas	\$(900.00)	\$900.00	\$900.00	\$900.00		
-	ents a quarter, which is why we put in the who	• • •	•	φ300.00	φ300.00		
Location: Url:		Contact:			Attendance:	300(total) UG: 290	Staff: 0
		Dudestad	Doguestad	Docomerca	Annuariad	Grad: 10	Other: 0
6560	Total costs includes approx \$300 per GBM	Budgeted \$(900.00)	\$900.00	\$900.00	Approved \$900.00	Petitioned	Elected
Event Food (Undergraduate Special	program with 2/quarter. Requested funds represent half the actual costs.	1,7-1-1-7					
Fees/Annual) BSU Parent's Weekend 2	2012	\$(2,975.00)	\$2,975.00	\$2,975.00	\$2,975.00		
			y exciting thir				

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
BSU Parent's Weekend	1 2012	\$(2,975.00)	\$2,975.00	\$2,975.00	\$2,975.00		
We'll traditional cuisine f campus	rom a place in the African Diaspora and share with o	our parents all the ma	ny exciting thir	ngs we have goi	ng on on		
Location: Url:		Contact:			Attendance:		Staff: 0 Other:
		Budgeted	Requested	Recommend	Approved	Petitioned:	
6560 Event Food (Undergraduate Special	Food is an integral part of this Parent's Weekend Soul Food Dinner event. Costs reflect a portion of feeding 250+ students and family members.	\$(1,750.00)	\$1,750.00	\$1,750.00	\$1,750.00		
7080 Event Supplies Expenses (Undergraduate Special	Decorations, table cloths, cuttlery, and other general supplies.	\$(200.00)	\$200.00	\$200.00	\$200.00		
7140 Copies (Not Marketing) (Undergraduate Special	Schedules, table arrangements, family tree presentation materials.	\$(25.00)	\$25.00	\$25.00	\$25.00		
Fees/Annual) 7420 Equipment Rental (Undergraduate Special	Cost of projection, screen, sound system, mics, tables, chairs, stage.	\$(1,000.00)	\$1,000.00	\$1,000.00	\$1,000.00		
Fees/Annual) BSU Retreat		\$(1,700.00)	\$1,700.00	\$1,700.00	\$1,700.00		
Location:		Contact:			Attendance:		
Url:							
7020	In the spirit of collaborative effort that is	Budgeted \$(1,500.00)	\$1,500.00	\$1,500.00	Approved \$1,500.00	Petitioned	Elected
Co-Sponsorship Expenses (Undergraduate Special Fees/Annual)	encouraged by the ASSU for VSO's, we would like to have a certain amount of money to use when smaller groups under our umbrella come to ask us to assist or sign on to a small scale event like movie screenings, speaker panels, advocacy efforts, and other things that might arise in the future.	\$(1,500.00)	\$1,500.00	\$1,500.00	\$1,500.00		
7080 Event Supplies Expenses (Undergraduate Special Fees/Annual)	As an unofficial umbrella group for all BVSOs, certain case-by-case requests are frequently made for small contributions to other BVSO events for things ranging from decorations to office materials (etc). These funds will be used for covering such smaller requests in addition to	\$(200.00)	\$200.00	\$200.00	\$200.00		
Celebrating Black Hist	covering unexpected supply needs as they arise.	\$(5,100.00)	\$5,100.00	\$5,100.00	\$5,100.00		
-	History Month for 29 days! There will be several sn						
Location: Url:		Contact:			Attendance:		Staff: 0
		Budgeted	Requested	Recommend	Approved	Grad: 0 (Other: 0 Elected
6310 Honoraria Fees (Undergraduate Special Fees/Annual)	Fees for Guest Speaker and Student Groups.	\$(2,500.00)	\$2,500.00	\$2,500.00	\$2,500.00		
6560 Event Food (Undergraduate Special Fees/Annual)	Food for 250 @ \$7/person	\$(1,750.00)	\$1,750.00	\$1,750.00	\$1,750.00		
7080 Event Supplies Expenses (Undergraduate Special	Decorations for event. Set pieces/props for student performers.	\$(100.00)	\$100.00	\$100.00	\$100.00		
Fees/Annual) 7140 Copies (Not Marketing) (Undergraduate Special	Speaker informational packets for attendees featuring cultural descriptions and programs.	\$(25.00)	\$25.00	\$25.00	\$25.00		
Fees/Annual) 7420 Equipment Rental (Undergraduate Special	Portion of projection, sound, tables and chairs for event.	\$(500.00)	\$500.00	\$500.00	\$500.00		
Fees/Annual) 7510 Facilities Rental (Undergraduate Special	Room rental fee for Coho, Black House, Academic Bldgs	\$(100.00)	\$100.00	\$100.00	\$100.00		
Fees/Annual) 7520 Facilities Janitorial (Undergraduate Special	Janitorial Fees for tresidder or Black Community Services Center.	\$(125.00)	\$125.00	\$125.00	\$125.00		
Fees/Annual) Community Cookout!		\$(1,800.00)	\$1,800.00	\$1,800.00	\$1,800.00		
-	event of the year, we celebrate with a BBQ to toast				• •		

			_	_	_	
Community Cookset		Budgeted	Requested	Recommend	Approved	Petitioned Elected
Community Cookout! As the BSU's last official	event of the year, we celebrate with a BBQ to toast of	\$(1,800.00) If the seniors and integrated in the seniors and integrated in the seniors and integrated in the seniors.	\$1,800.00 troduce the new	\$1,800.00 w BSU co-presid	\$1,800.00 lents	
Location:	, ,	Contact:			Attendance:	400(total)
Url:						UG: 400 Staff: 0
		Dudastad	Danwastad	Danamand	A	Grad: 0 Other: 0
6310	To assist in paying for a DJ to play music from all	Budgeted \$(200.00)	Requested \$200.00	Recommend \$200.00	Approved \$200.00	Petitioned Elected
Honoraria Fees (Undergraduate Special Fees/Annual)	represented cultures, as music is a key part of the cultural aspect of the event	ψ(200100)	Ψ200.00	Ψ200.00	Ψ200.00	
6560 Event Food (Undergraduate Special Fees/Annual)	A collaborative cookout during Memorial Day weekend between the five SOCC groups including BSU, SAIO, MSAN, AASA, and MEChA. It will feature cultural foods from each umbrella organization as a method of bonding between the communities and cultural education for the greater Stanford community.	\$(1,400.00)	\$1,400.00	\$1,400.00	\$1,400.00	
7080 Event Supplies Expenses (Undergraduate Special	Cooking supplies, tableware, cutlery, other supplies for games and activities.	\$(200.00)	\$200.00	\$200.00	\$200.00	
Core 2011-2012 Retre	eat maximally effective, the core needs a retreat	\$(400.00)	\$400.00	\$400.00	\$400.00	
Location: Url:	maximally effective, the core fleeds a retreat	Contact:			Attendance:	27(total) UG: 27 Staff: 0 Grad: 0 Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned Elected
6560 Event Food (Undergraduate Special	Food for core and frosh interns during all day retreat. Includes small lunch snack and dinner.	\$(300.00)	\$300.00	\$300.00	\$300.00	
7080 Event Supplies Expenses	Welcoming materials, retreat activities, tableware, and other general supplies: pens,	\$(100.00)	\$100.00	\$100.00	\$100.00	
(Undergraduate Special Fees/Annual)	folders, etc					
Frosh Convocation 20	11	\$(4,150.00)	\$4,150.00	\$4,150.00	\$4,150.00	
The BSU begins a new s Location:	chool year by officially bringing the Freshman into the	community. We end	ourage all fres	hman to attend	Attendance:	325(total)
Url:		Pudgotod	Dogwootod	Decemmend	Annuovad	UG: 300 Staff: 25 Grad: 0 Other: 0
6310	Fee for Guest Speaker.	Budgeted \$(2,000.00)	\$2,000.00	\$2,000.00	Approved \$2,000.00	Petitioned Elected
Honoraria Fees (Undergraduate Special Fees/Annual)	,	4(2,000.00)	ΨΞ/000.00	42,000.00	Ψ2,000.00	
6560 Event Food (Undergraduate Special	Event food for Frosh Banquet. 250 attendees @ \$7 per meal per person.	\$(1,750.00)	\$1,750.00	\$1,750.00	\$1,750.00	
7080 Event Supplies Expenses (Undergraduate Special	Decorations, table settings, invitation packets, small welcoming gifts for freshmen attendees.	\$(200.00)	\$200.00	\$200.00	\$200.00	
7420 Equipment Rental	Projector, Screen, Tables, and chairs.	\$(200.00)	\$200.00	\$200.00	\$200.00	
(Undergraduate Special Fees/Annual)						
Kwanzaa Week 2011	ebration. We engage the whole campus with information	\$(5,700.00) on about one of the	\$5,700.00 only Black Ame	\$5,700.00 erican holidays	\$5,700.00	
Location: Url:	J. J	Contact:	,		Attendance:	300(total) UG: 275 Staff: 0
		Budgeted	Requested	Recommend	Approved	Grad: 25 Other: 0 Petitioned Elected
6310 Honoraria Fees (Undergraduate Special	Includes guest speaking fee, travel, and hotel.	\$(2,500.00)	\$2,500.00	\$2,500.00	\$2,500.00	. Constitution Lieuteu
Fees/Annual)						
6560 Event Food (Undergraduate Special	Food for 250 attendees @ \$7 per person.	\$(1,750.00)	\$1,750.00	\$1,750.00	\$1,750.00	
7080 Event Supplies Expenses	Includes purchasing decorations and other essential cultural objects including Kinara,	\$(200.00)	\$200.00	\$200.00	\$200.00	
(Undergraduate Special Fees/Annual)	African Print Attire/Settings, and Candles.		,,-,-,-			
7420 Equipment Rental (Undergraduate Special Fees/Annual)	Portion of rental costs for stage, projection, screen, mics, speakers, and sound mixer.	\$(1,000.00)	\$1,000.00	\$1,000.00	\$1,000.00	

		Budgeted	Requested	Recommend	Approved	Petitioned	d Elected
Kwanzaa Week 2011		\$(5,700.00)	\$5,700.00	\$5,700.00	\$5,700.00		
Our annual Kwanzaa co	elebration. We engage the whole campus with inform		only Black Am		, -,		
Location: Url:		Contact:	,		Attendance:	300(total) UG: 275 Grad: 25	Staff: 0 Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned	d Elected
7510 Facilities Rental (Undergraduate Special Fees/Annual)	To rent tresidder or other residential dining/meeting space.	\$(250.00)	\$250.00	\$250.00	\$250.00		
The 13th Annual Hig	h School Conference	\$(5,475.00)	\$5,475.00	\$5,475.00	\$5,475.00		
This is our annual Yout	th Empowerment Conference. We cater to over 400 s	tudents from across Ca	alifornia				
Location: Url:		Contact:			Attendance:	500(total) UG: 50 Grad: 25	Staff: 0 Other:
		Budgeted	Requested	Recommend	Approved	Petitioned	d425 Elected
6310 Honoraria Fees (Undergraduate Special Fees/Annual)	Guest speaker fee.	\$(2,000.00)	\$2,000.00	\$2,000.00	\$2,000.00		
6320 Technical Services (Undergraduate Special Fees/Annual)	Technician/equipment costs for Cubberly auditorium.	\$(1,000.00)	\$1,000.00	\$1,000.00	\$1,000.00		
6560 Event Food (Undergraduate Special Fees/Annual)	Portion of Food for All Day .Conference Attendees for small snack and lunch.	\$(700.00)	\$700.00	\$700.00	\$700.00		
7140 Copies (Not Marketing) (Undergraduate Special Fees/Annual)	Portion of registration/orientation/workshop materials for conference attendees and programs.	\$(50.00)	\$50.00	\$50.00	\$50.00		
7420 Equipment Rental (Undergraduate Special	Costs for projectors, tables, chairs, and sound system for conference.	\$(800.00)	\$800.00	\$800.00	\$800.00		
Fees/Annual) 7510 Facilities Rental (Undergraduate Special Fees/Annual)	Cost of Cubberly Auditorium and Classrooms, and additional meeting spaces for All Day Conference.	\$(300.00)	\$300.00	\$300.00	\$300.00		
7520 Facilities Janitorial (Undergraduate Special Fees/Annual)	Janitorial Fees for Cubberly	\$(200.00)	\$200.00	\$200.00	\$200.00		
7710 Travel Fares (Undergraduate Special Fees/Annual)	Airfare and on the ground transportation for Guest Speaker, Instructors, and out of town conference attendees.	\$(300.00)	\$300.00	\$300.00	\$300.00		
7740 Accomodations (Undergraduate Special Fees/Annual)	Hotel accommodations for Guest Speaker.	\$(125.00)	\$125.00	\$125.00	\$125.00		

\$(42,700.00) \$42,700.00 \$42,700.00 \$42,700.00

APPLICATION TOTALS

ACCOUNT BALANCES				
Account		Balance		
2-5298-1-0-2800	BSU - BLACK STUDENT UNION	\$1,411.09		
2-5298-1-0-2830	BSU STANFORD FUND	\$8,176.44		
2-5298-1-0-9010	BSU O/S PURCHASE ORDER	\$3,672.06		
2-5298-2-5-6310	BSU SPEC FEE HONORARIA FEES	\$2,950.00		
2-5298-2-5-6320	BSU SPEC FEE TECHNICAL SERVICES	\$2,950.00		
2-5298-2-5-6340	BSU SPEC FEE SECURITY SERVICES	\$36.00		
2-5298-2-5-6560	BSU SPEC FEE EVENT FOOD	\$3,223.52		
2-5298-2-5-7020	BSU SPEC FEE COSPONSORSHIP EXP	\$1,300.00		
2-5298-2-5-7080	BSU SPEC FEE EVENT SUPPLIES EXP	\$437.21		
2-5298-2-5-7090	BSU SPEC FEE PRIOR YEAR EXP	\$1,042.00		
2-5298-2-5-7140	BSU SPEC FEE COPIES (NOT MKTG)	\$143.03		
2-5298-2-5-7220	BSU SPEC FEE MKTG COPIES/PRINT EXP	\$162.62		
2-5298-2-5-7420	BSU SPEC FEE EQUIP RENTAL	\$847.56		
2-5298-2-5-7510	BSU SPEC FEE FACILITIES RENTAL	\$1,340.00		
2-5298-2-5-7520	BSU SPEC FEE FACILITIES JANITORIAL	\$325.00		
2-5298-2-5-7710	BSU SPEC FEE TRAVEL FARES	\$900.00		
2-5298-2-5-7740	BSU SPEC FEE ACCOMODATIONS	\$500.00		
2-5298-7-5-6310	BSU SPEC FEE COSPONSORSHIP HONORARIA	\$0.00		
2-5298-7-5-7020	BSU ST CONCERT OPER SPEC FEE COSPONSHORSHIP E)	\$3,000.00		
2-5298-8-0-2810	BSU SAVINGS	\$915.94		
2-5298-9-0-2820	BSU RESERVE	\$11,370.84		