

Status: **Recommended with Modifications**

Financial Officer: Emily Harris

APPLICATION SUMMARY

Application Summary	Budgeted	Requested	Recommended	Approved	Petitioned	Elected
APPLICATION TOTALS	\$(14,088.00)	\$14,088.00	\$14,088.00	\$14,088.00		
Undergraduate Special Fees		\$14,088.00	\$14,088.00	\$14,088.00		
6310 - Honoraria Fees	\$(1,800.00)	\$1,800.00	\$1,800.00	\$1,800.00		
6340 - Security Services	\$(288.00)	\$288.00	\$288.00	\$288.00		
6560 - Event Food	\$(1,700.00)	\$1,700.00	\$1,700.00	\$1,700.00		
7140 - Copies (Not Marketing)	\$(200.00)	\$200.00	\$200.00	\$200.00		
7200 - General Marketing Expenses	\$(900.00)	\$900.00	\$900.00	\$900.00		
7410 - Equipment Purchase (Non-Cap)	\$(9,000.00)	\$9,000.00	\$9,000.00	\$9,000.00		
7820 - Registration Expense	\$(200.00)	\$200.00	\$200.00	\$200.00		
[All Expense Total]	\$(14,088.00)					

QUESTIONS & ANSWERS

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

Yes- we have always been approved.

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

No- the budget is the same.

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

We work with Vaden and Health Promotion Services to provide free peer health counseling, subsidized sexual health items, and regular informational outreaches to the entire student population.

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

- 1. Equipment: our equipment budget is what keeps the center running- it's what we use to purchase the sexual health items that we sell subsidized at the center. Our services are popular, so we need to restock frequently. We also use the equipment budget to repair/update our outreach materials, necessary to make our educational services as effective as possible.
- 2. Honoraria: We need this budget in order to host a few well-chosen speakers and hire DJs for our parties. Our guest speaker events and our parties tend to draw the biggest crowds out of all of our outreaches.
- 3. Event food: Again, our parties tend to draw the biggest crowds, and we need an adequate food budget to ensure large crowds in the future. We also provide snacks at counselor continuing education sessions (3 per yr) because the events span several hours and often last through dinner.

What is the average attendance at your events?

Counselor informational sessions host 40-60 counselors. Dorm outreaches see attendance of 50-75 each, while public outreach attendance (from tabling in White Plaza to tabling at Exotic Erotic to official SHPRC party) varies depending on the event: 200-7500. We see about 7000 people in the center yearly.

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

Regular outreaches, Facebook and Flipside ads, Facebook events, Facebook page, the new campus-wide sexual health email list, the new SHPRC newsletter, promotional materials (pens and post-its)

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. Assets: (Total including reserve) 16,792.22
- 2. Reserves: 11,991.65
- 3. N/A
- 4. N/A

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

We host dorm outreaches, daytime outreaches (tabling), nighttime outreaches (presence at major parties like Mausoleum), EDUC193S: Peer Counseling on Comprehensive Sexual Health, guest speakers, and 1-3 campus-wide parties during the year.

Why are you requesting Special Fees?

The SHPRC is a core component of the myriad health resources offered to the Stanford student population, and is recognized and supported by the university (via Health Promotion Services) as such. Supported by Vaden, we provide free and confidential peer health counseling, subsidized sexual health items, and frequent informational outreaches (every counselor in our team of 25+ active counselors is required to implement an outreach). This is quite a large task, and our services are popular, requiring a large budget and assistance from Special Fees.

BUDGET DETAIL

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
EDUC193A Class		\$(200.00)	\$200.00	\$200.00	\$200.00		
This is the SHPRC class.							
Location:	Contact:				Attendance:	30(total)	
Url:						UG: 0	Staff: 0
						Grad: 0	Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
7140	<i>Copies are made for educational purposes. This includes informational and instructional handouts for volunteers and students. Copies are also made for the EDUC193S class for handouts, midterms, and final exams. Copies@ \$0.07 per copy. We estimate 1000 copies per quarter~\$200.00</i>	\$(200.00)	\$200.00	\$200.00	\$200.00		
Copies (Not Marketing) (Undergraduate Special Fees/Annual)							
General Overhead Expenses		\$(10,100.00)	\$10,100.00	\$10,100.00	\$10,100.00		
The general expenses of providing confidential counseling on sexual health related issues, conducting outreaches, and teaching a 1-unit course on sexual health every quarter. We also provide very low cost safer sex products (including 12 free condoms per quarter to all students). Additionally, we provide a free up-to-date sexual health library.							
Location:	Contact:				Attendance:		
Url:							
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
7200	<i>SHPRC Pens: ~\$0.38 cents per pen. 1500 pens + tax = ~\$600 SHPRC Post-its: ~\$0.55 cents per post it pack with SHPRC logo. 1500 post its (to be distributed during NSO and afterwards) + tax = ~\$900.00</i>	\$(900.00)	\$900.00	\$900.00	\$900.00		
General Marketing Expenses (Undergraduate Special Fees/Annual)							
7410	<i>General expenses for SHPRC. Condoms, lube, pregnancy tests, specialty items</i>	\$(9,000.00)	\$9,000.00	\$9,000.00	\$9,000.00		
Equipment Purchase (Non-Cap) (Undergraduate Special Fees/Annual)							
7820	<i>Each year we co-sponsor events that require registration fees (e.g. ThinkBig required \$75 for registration fees). They usually range from \$20-\$100. 4 events * ~\$50.00 registration dues = \$200.00</i>	\$(200.00)	\$200.00	\$200.00	\$200.00		
Registration Expense (Undergraduate Special Fees/Annual)							
SHPRC Party		\$(3,788.00)	\$3,788.00	\$3,788.00	\$3,788.00		
Safe sex theme. SHPRC-sponsored party.							
Location:	Contact:				Attendance:	200(total)	
Url:						UG: 200	Staff: 0
						Grad: 0	Other: 0
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6310	<i>Every year we host several campus-wide talks with speakers often requiring a fee. In the past we have had the author of Sexplorations and other guest speakers. We usually have 4-6 speakers a year and they require expenses averaging to \$150.00-\$175.00 each. 6*150.00= \$900.00</i>	\$(900.00)	\$900.00	\$900.00	\$900.00		
Honoraria Fees (Undergraduate Special Fees/Annual)							
6310	<i>The going rate for a DJ and equipment is \$300. 3 parties = \$900. (3 parties)(300) = \$900</i>	\$(900.00)	\$900.00	\$900.00	\$900.00		
Honoraria Fees (Undergraduate Special Fees/Annual)							
6340	<i>Security for 3 parties. 2 SEPs at \$24/hr for two hours at each party = \$288. (2 SEPs)(24/hr) (2hrs)(3 parties) = \$288</i>	\$(288.00)	\$288.00	\$288.00	\$288.00		
Security Services (Undergraduate Special Fees/Annual)							
6560	<i>40-60 ppl per counselor informationals. 1 general and 1 special per quarter. (6 events)(\$2*50 counselors) = \$600. 1 end of year banquet. (\$7*50 counselors) = \$350. Ice cream, candy, fruit, utensils for dorm and campus outreach food. (\$50/qtr)(3 qtrs) = \$150. Party food/EANABs = \$200/qtr. 1 party per quarter. (3 parties)(\$200/qtr) = \$600. 600+350+150+600 = \$1700</i>	\$(1,700.00)	\$1,700.00	\$1,700.00	\$1,700.00		
Event Food (Undergraduate Special Fees/Annual)							
APPLICATION TOTALS		\$(14,088.00)	\$14,088.00	\$14,088.00	\$14,088.00		

ACCOUNT BALANCES

Account		Balance
2-5590-1-0-2800	SHPRC-CONTRACEPTIVE INFO	\$124.33
2-5590-2-5-6090	SHPRC SPEC FEE LABOR FEES/TAXES	\$0.00
2-5590-2-5-6110	SHPRC SPEC FEE OFFICER SALARY	\$0.00
2-5590-2-5-7140	SHPRC SPEC FEE COPIES (NOT MKTG)	\$50.00
2-5590-2-5-7200	SHPRC SPEC FEE GEN MKTG EXP	\$65.00
2-5590-2-5-7410	SHPRC SPEC FEE EQUIP (NON-CAP)	\$4,420.24
2-5590-2-5-7820	SHPRC SPEC FEE REGISTRATION EXP	\$141.00
2-5590-9-0-2820	SHPRC RESERVE	\$11,991.65