

Status: **Recommended with Modifications**

Financial Officer: Haley Geier

**APPLICATION SUMMARY**

<b>Application Summary</b>	Budgeted	Requested	Recommended	Approved	Petitioned	Elected
<b>APPLICATION TOTALS</b>	<b>\$(29,900.00)</b>	<b>\$18,400.00</b>	<b>\$8,451.70</b>	<b>\$8,451.70</b>		
Undergraduate Special Fees		\$18,400.00	\$8,451.70	\$8,451.70		
6310 - Honoraria Fees	\$(6,000.00)	\$6,000.00	\$1,550.00	\$1,550.00		
6560 - Event Food	\$(4,000.00)	\$4,000.00	\$281.70	\$281.70		
7100 - General Office Expenses	\$(50.00)	\$50.00	\$0.00	\$0.00		
7140 - Copies (Not Marketing)	\$(400.00)	\$400.00	\$200.00	\$200.00		
7150 - Office Supplies	\$(50.00)	\$50.00	\$0.00	\$0.00		
7200 - General Marketing Expenses	\$(2,000.00)	\$2,000.00	\$520.00	\$520.00		
7710 - Travel Fares	\$(4,800.00)	\$2,400.00	\$2,400.00	\$2,400.00		
7730 - Car / Van Rental	\$(4,500.00)	\$2,000.00	\$2,000.00	\$2,000.00		
7740 - Accomodations	\$(3,000.00)	\$1,500.00	\$1,500.00	\$1,500.00		
[All Expense Total]	\$(29,900.00)					

## QUESTIONS & ANSWERS

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

We recieved special fees two year ago, but were denied special fees last year.

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

no

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

We will be informing the Stanford Community about the entertainment buisness by bringing speakers, taking students on field trips, having movie screenings and pre screenings, and inviting entertainment speakers to come and further educate Stanford students about entertainment- (we want to expand into film, fashion, music, and theater)

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

1. Honoraria Fees: It is the most money because sometimes we have to pay for putting the speaker in a hotel, travel fares, etc. Also we need a venue for the speaker.
2. Hollywood Trip Van: This is a required vehicle demanded by the alumni. This is the price that we need in order to rent the car/van and buses that we use for hollywood trip and dreamworks tour.
3. Event Food: This money is used both for food on HollyWood trip, as well as food during events and for internship panel.

**What is the average attendance at your events?**

We fill up all of our spots for trips such as: the Hollywood Trip (12 spots), our DreamWorks tour (20 students), our screenings are usually completely sold out (most popular this year: Harry Potter Advanced Screening-proceeds went to charity), and internship panel is usually full. We have a great turnout at all of our events.

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

We will register our events at Stanford, and plan to flier, make posters, and have table set up in white plaza. Email blasts and facebook groups will also be a large part of our publicity, along with appointing one member of the board to solely be in charge of publicity for our events on campus.

**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.**

no

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

We have 14,000 in assets, none in reserves and no authorized and unauthorized non-ASSU bank accounts. We have no other sources of funding other than Special, and what we have left over from previous years.

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

DreamWorks Tour, multiple film screenings, entertainment speakers on campus, Hollywood Trip, Internship panel (a place for students to ask questions about getting an internship in the entertainment business)

**Why are you requesting Special Fees?**

Stanford Students in Entertainment needs money in order to put on the Hollywood Trip for Stanford students. While it is a reasonably priced trip because of generous alumni, the money from special fees help to pay for the accommodations and travel far for twelve students who apply to go on the trip. We also need money in order to hold events such as a trip to DreamWorks and an internship panel. Bringing speakers to campus is one of our main priorities and money is necessary to do this.

**BUDGET DETAIL**

	Budgeted	Requested	Recommend	Approved	Petitioned	Elected
<b>General Overhead Expenses</b>	<b>\$(3,250.00)</b>	<b>\$3,250.00</b>	<b>\$840.00</b>	<b>\$840.00</b>		
operating expenses						
<b>Location:</b> Stanford	<b>Contact:</b> Lisa Kerner			<b>Attendance:</b> (total)		
<b>Url:</b>	lckerner@stanford.edu			UG:	Staff:	
				Grad:	Other:	
	<b>Budgeted</b>	<b>Requested</b>	<b>Recommend</b>	<b>Approved</b>	<b>Petitioned</b>	<b>Elected</b>
<b>6560</b>	\$(2,000.00)	\$2,000.00	\$120.00	\$120.00		
Event Food (Undergraduate Special Fees/Annual)	Food used for Internship Panel and for events with speakers. (Also food is needed for Hollywood trip-12 students attend the 5 day long trip. ( \$16 per person per diem. 16x5days = 80 per person)					
<b>7100</b>	\$(50.00)	\$50.00	\$0.00	\$0.00		
General Office Expenses (Undergraduate Special Fees/Annual)	letters, envelopes, binders, paper, etc.					
<b>7140</b>	\$(200.00)	\$200.00	\$200.00	\$200.00		
Copies (Not Marketing) (Undergraduate Special Fees/Annual)	2000 copies for informational packets at events. 10 cents per copy					
<b>7200</b>	\$(1,000.00)	\$1,000.00	\$520.00	\$520.00		
General Marketing Expenses (Undergraduate Special Fees/Annual)	posters and fliers needed for market events such as Hollywood trip, Dreamworks Tour, Internship panel, and film screenings.					
<b>Hollywood Trip</b>	<b>\$(12,900.00)</b>	<b>\$10,900.00</b>	<b>\$7,611.70</b>	<b>\$7,611.70</b>		
<b>Location:</b>	<b>Contact:</b>			<b>Attendance:</b>		
<b>Url:</b>						
	<b>Budgeted</b>	<b>Requested</b>	<b>Recommend</b>	<b>Approved</b>	<b>Petitioned</b>	<b>Elected</b>
<b>6310</b>	\$(3,000.00)	\$3,000.00	\$1,550.00	\$1,550.00		
Honoraria Fees (Undergraduate Special Fees/Annual)	Money used to bring speakers from the entertainment business to campus twice a quarter. Past years have included directors, producers, Sundance filmmakers, Studio representatives, etc.					
<b>6560</b>	\$(2,000.00)	\$2,000.00	\$161.70	\$161.70		
Event Food (Undergraduate Special Fees/Annual)	Food used for Internship Panel and for events with speakers. (Also food is needed for Hollywood trip-12 students attend the 5 day long trip. ( \$16 per person per diem. 16x5days = 80 per person)					
<b>6560</b>	\$(2,000.00)	\$0.00	\$0.00	\$0.00		
Event Food (Undergraduate Special Fees/Annual)	Food used for Internship Panel and for events with speakers. (Also food is needed for Hollywood trip-12 students attend the 5 day long trip. ( \$16 per person per diem. 16x5days = 80 per person)					
<b>7710</b>	\$(2,400.00)	\$2,400.00	\$2,400.00	\$2,400.00		
Travel Fares (Undergraduate Special Fees/Annual)	12 students at \$200 per student.					
<b>7730</b>	\$(2,000.00)	\$2,000.00	\$2,000.00	\$2,000.00		
Car / Van Rental (Undergraduate Special Fees/Annual)	Hollywood Trip: Van to take students to daily meetings with Alumni. Specifically requested by alumni because of liability posed by individual student drivers. 3-4 meetings per day plus a nightly event. Flat rate.					
<b>7740</b>	\$(1,500.00)	\$1,500.00	\$1,500.00	\$1,500.00		
Accommodations (Undergraduate Special Fees/Annual)	Hollywood Trip: \$25 per student per night (5 nights). 5x25 = 125 per student					
<b>Internship Panel 2011</b>	<b>\$(4,250.00)</b>	<b>\$4,250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		
<b>Location:</b>	<b>Contact:</b>			<b>Attendance:</b>		
<b>Url:</b>						
	<b>Budgeted</b>	<b>Requested</b>	<b>Recommend</b>	<b>Approved</b>	<b>Petitioned</b>	<b>Elected</b>
<b>6310</b>	\$(3,000.00)	\$3,000.00	\$0.00	\$0.00		
Honoraria Fees (Undergraduate Special Fees/Annual)	Money used to bring speakers from the entertainment business to campus twice a quarter. Past years have included directors, producers, Sundance filmmakers, Studio representatives, etc.					
<b>7140</b>	\$(200.00)	\$200.00	\$0.00	\$0.00		
Copies (Not Marketing) (Undergraduate Special Fees/Annual)	2000 copies for informational packets at events. 10 cents per copy					
<b>7150</b>	\$(50.00)	\$50.00	\$0.00	\$0.00		
Office Supplies (Undergraduate Special Fees/Annual)	letters, envelopes, binders, paper, etc.					

	<b>Budgeted</b>	<b>Requested</b>	<b>Recommend</b>	<b>Approved</b>	<b>Petitioned</b>	<b>Elected</b>
<b>Internship Panel 2011</b>	<b>\$(4,250.00)</b>	<b>\$4,250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		
<b>Location:</b>	<b>Contact:</b>		<b>Attendance:</b>			
<b>Uri:</b>						
	<b>Budgeted</b>	<b>Requested</b>	<b>Recommend</b>	<b>Approved</b>	<b>Petitioned</b>	<b>Elected</b>
<b>7200</b> General Marketing Expenses (Undergraduate Special Fees/Annual)	<i>posters and fliers needed for market events such as Hollywood trip, Dreamworks Tour, Internship panel, and film screenings.</i> \$(1,000.00)	\$1,000.00	\$0.00	\$0.00		
<b>APPLICATION TOTALS</b>	<b>\$(20,400.00)</b>	<b>\$18,400.00</b>	<b>\$8,451.70</b>	<b>\$8,451.70</b>		

**ACCOUNT BALANCES**

<b>Account</b>		<b>Balance</b>
2-8006-1-0-2800	STANFORD STUDENTS IN ENTERTAINMENT	\$7,834.56
2-8006-1-0-2830	SSIE STANFORD FUND	\$81.74
2-8006-1-0-9010	SSIE O/S PURCHASE ORDER	\$0.00
2-8006-2-5-6310	SSE SPEC FEE HONORARIA FEES	\$0.00
2-8006-2-5-6560	SSE SPEC FEE EVENT FOOD	\$600.00
2-8006-2-5-7060	SSE SPEC FEE PROG EXP	\$0.00
2-8006-2-5-7100	SSE SPEC FEE GENERAL OFFICE EXPENSES	\$0.00
2-8006-2-5-7130	SSE SPEC FEE POSTAGE/COURIER	\$0.00
2-8006-2-5-7140	SSE SPEC FEE COPIES (NOT MKTG)	\$0.00
2-8006-2-5-7200	SSE SPEC FEE GNERAL MARKETING EXPENSES	\$0.00
2-8006-2-5-7710	SSE SPEC FEE TRAVEL FARES	\$300.00
2-8006-2-5-7730	SSE SPEC FEE CAR/VAN RENTAL	\$2,700.00
2-8006-2-5-7740	SSE SPEC FEE ACCOMODATIONS	\$1,500.00
2-8006-9-0-2820	SSE SPEC FEE RESERVE	\$1,536.88