

Status: **Recommended with Modifications**

Financial Officer: Aurora Zhang

**APPLICATION SUMMARY**

<b>Application Summary</b>	Budgeted	Requested	Recommended	Approved	Petitioned	Elected
<b>APPLICATION TOTALS</b>	<b>\$(27,540.00)</b>	<b>\$26,490.00</b>	<b>\$26,490.00</b>	<b>\$26,490.00</b>		
Undergraduate Special Fees		\$26,490.00	\$26,490.00	\$26,490.00		
6310 - Honoraria Fees	\$(8,000.00)	\$8,000.00	\$8,000.00	\$8,000.00		
6320 - Technical Services	\$(2,450.00)	\$2,450.00	\$2,450.00	\$2,450.00		
6560 - Event Food	\$(1,000.00)	\$600.00	\$600.00	\$600.00		
7140 - Copies (Not Marketing)	\$(500.00)	\$300.00	\$300.00	\$300.00		
7220 - Marketing Copies / Print Expenses	\$(200.00)	\$200.00	\$200.00	\$200.00		
7410 - Equipment Purchase (Non-Cap)	\$(100.00)	\$100.00	\$100.00	\$100.00		
7420 - Equipment Rental	\$(11,900.00)	\$11,900.00	\$11,900.00	\$11,900.00		
7510 - Facilities Rental	\$(2,550.00)	\$2,040.00	\$2,040.00	\$2,040.00		
7520 - Facilities Janitorial	\$(1,440.00)	\$900.00	\$900.00	\$900.00		
[All Expense Total]	\$(28,140.00)					
[Revenue GL]1000 - Ticket Sales		\$600.00				
[All Revenue Total]		\$600.00				

## QUESTIONS & ANSWERS

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

Yes, starting last year. We were approved with modifications.

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

Yes, to account for inflation.

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

We provide concerts with both classical and modern music for the entire student population at Stanford, as well as foster the musical growth of the members. In general, we have one large concert and one small concert per quarter. The budget is based on the invoice from this year.

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

Equipment rental: This includes the chairs, stands, podium, etc. required for the orchestra members. We have to rent this from the music department.

Honoraria: We bring in famous soloists, such as Van Cliburn winner Jon Nakamatsu, and Grammy award winner Terence Blanchard, and composers to help with our performances.

Technician Fees: We need stage managers and specialty technicians to assist with the concerts, such as sound and light.

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

~200

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

With the help of the music department, we plan to publicize our events through posters, e-flyering, and word of mouth.

**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. other assets:

meeting food--moved from reserves account: \$470.18

checking account: \$193.24

2. reserves: \$410.14

3. n/a

4. other sources of funding: ~\$600/year from ticket sales,

endowment from music department: \$19872.60

A note about the endowment: this number will decrease each year, and this money covers the many fees that special fees cannot cover, such as ringers, other publicity fees, etc. Money the department can potentially save can go to other groups and services.

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

3 main concerts per quarter, with other smaller scale concerts. Our annual concerts include the Halloween concert and the Pan Asian Music Festival. We try to incorporate a large range of music to appeal to all types.

**Why are you requesting Special Fees?**

We are one of the largest student arts groups on campus, with approximately 90 members. Each year, we put on concerts with special guests for the Stanford community. To do this, we need funding to pay for the costs involved in such large productions.

**BUDGET DETAIL**

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
<b>Concerts for 2011-2012</b>		<b>\$(28,140.00)</b>	<b>\$26,490.00</b>	<b>\$26,490.00</b>	<b>\$26,490.00</b>		
Concerts for 2011-2012. There are about 2 per quarter (one big, one smaller one). Dates and times are TBA.							
<b>Location:</b>	<b>Contact:</b>				<b>Attendance:</b>	200(total)	
<b>Url:</b>						UG: 100	Staff: 25
						Grad: 50	Other: 25
						<b>Petitioned</b>	<b>Elected</b>
<b>6310</b>	<i>For guest soloists and composer. Generally, the composer is about \$5000, and smaller guests are \$1000 each. About one of the smaller guests per quarter.</i>	\$(8,000.00)	\$8,000.00	\$8,000.00	\$8,000.00		
Honoraria Fees (Undergraduate Special Fees/Annual)							
<b>6320</b>	<i>Payment for technicians, stage managers.</i>	\$(2,450.00)	\$2,450.00	\$2,450.00	\$2,450.00		
Technical Services (Undergraduate Special Fees/Annual)							
<b>6560</b>	<i>Food for reception after concert with soloists. One per quarter, open to everyone.</i>	\$(1,000.00)	\$600.00	\$600.00	\$600.00		
Event Food (Undergraduate Special Fees/Annual)							
<b>7140</b>	<i>for concert programs, music scores</i>	\$(500.00)	\$300.00	\$300.00	\$300.00		
Copies (Not Marketing) (Undergraduate Special Fees/Annual)							
<b>7220</b>	<i>for posters</i>	\$(200.00)	\$200.00	\$200.00	\$200.00		
Marketing Copies / Print Expenses (Undergraduate Special Fees/Annual)							
<b>7410</b>	<i>Conductor's stand. For rehearsal and performances.</i>	\$(100.00)	\$100.00	\$100.00	\$100.00		
Equipment Purchase (Non-Cap) (Undergraduate Special Fees/Annual)							
<b>7420</b>	<i>Equipment rental for concerts. Includes: sound system, microphone, mixer, recording system, podium, chairs, risers, orchestra shells, grand piano, music stands and rentals.</i>	\$(11,900.00)	\$11,900.00	\$11,900.00	\$11,900.00		
Equipment Rental (Undergraduate Special Fees/Annual)							
<b>7510</b>	<i>renting Dinkelspiel for concerts</i>	\$(2,550.00)	\$2,040.00	\$2,040.00	\$2,040.00		
Facilities Rental (Undergraduate Special Fees/Annual)							
<b>7520</b>	<i>About \$320/concerts. Accounts for some inflation.</i>	\$(1,440.00)	\$900.00	\$900.00	\$900.00		
Facilities Janitorial (Undergraduate Special Fees/Annual)							
<b>APPLICATION TOTALS</b>		<b>\$(28,140.00)</b>	<b>\$26,490.00</b>	<b>\$26,490.00</b>	<b>\$26,490.00</b>		

Several events

ACCOUNT BALANCES

Account		Balance
2-8858-1-0-2800	ST SYMPHONY ORCHESTRA	\$193.24
2-8858-1-0-2830	SSO STANFORD FUND	\$0.00
2-8858-2-5-6310	ST SYMPHONY SPEC FEE HONORARIA FEES	\$8,000.00
2-8858-2-5-6320	ST SYMPHONY SPEC FEE TECHNICAL SERVICES	\$775.00
2-8858-2-5-6510	ST SYMPHONY SPEC FEE MEETING FOOD	\$470.18
2-8858-2-5-6560	ST SYMPHONY SPEC FEE EVENT FOOD	\$832.71
2-8858-2-5-7140	ST SYMPHONY SPEC FEE COPIES (NOT MARKETING)	\$0.00
2-8858-2-5-7220	ST SYMPHONY SPEC FEE MARKETING COPIES/PRINTEXP	\$138.69
2-8858-2-5-7410	ST SYMPHONY SPEC FEE EQUIPMENT PURCHASE (NON-C	\$960.00
2-8858-2-5-7420	ST SYMPHONY SPEC FEE EQUIPMENT RENTAL	\$3,450.00
2-8858-2-5-7510	ST SYMPHONY SPEC FEE FACILITIES RENTAL	\$1,155.52
2-8858-2-5-7520	ST SYMPHONY SPEC FEE FACILITIES JANITORIAL	\$0.00
2-8858-9-0-2820	ST SYMPHONY ORCHESTRA RESERVE	\$410.14