

Status: **Recommended with Modifications**

Financial Officer: Akshay Gopalan

APPLICATION SUMMARY

Application Summary	Budgeted	Requested	Recommended	Approved	Petitioned	Elected
APPLICATION TOTALS	\$(11,810.00)	\$9,310.00	\$9,310.00	\$9,310.00		
Undergraduate Special Fees		\$9,310.00	\$9,310.00	\$9,310.00		
6310 - Honoraria Fees	\$(200.00)	\$200.00	\$200.00	\$200.00		
7060 - Programming Expenses	\$(8,000.00)	\$5,500.00	\$5,500.00	\$5,500.00		
7120 - Phone	\$(3,310.00)	\$3,310.00	\$3,310.00	\$3,310.00		
7150 - Office Supplies	\$(300.00)	\$300.00	\$300.00	\$300.00		
[All Expense Total]	\$(11,810.00)					

QUESTIONS & ANSWERS

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

Yes - all have been approved. Last year we needed an initial petition to get on the ballot, but it was successful.

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

There is a marginal increase attributed to increased programming needs to raise awareness about Breakthrough, as well as the notebooks. The increase is less than 1.5%.

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

The Bridge provides 24x7 all year round (excluding winter break) confidential and anonymous counseling services to all Stanford affiliated parties (students, professors, other staff included) We are trained to understand, problem solve and if required, refer to professional services. We work closely with HPS, Vaden, ResEd and UAR to ensure streamlined referral processes.

The Bridge staff also run and help teach EDUC193A and EDUCP which trains future counselors.

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

Programming expenses - \$5500 to fund our events and handle payment of promotional items we hand out during these events. We have diversified away from last year's single marketing push, by instead thinking of multiple smaller events all throughout the year. We are also going to launch Bridge on Breakthrough, which provides online 24x7 counseling support via webcam, IM and voice, to support a wider audience (especially Stanford students involved with BOSP)

Phone bill : 24x7 multiple phone lines. We also have added capability for call tracing (necessary for suicide calls) and hold functionality.

General Office Supplies: We have recently seen the value of taking notes during counsels and need notebooks throughout the year. The books will fill up fast (we have 2-3 counsels every day) We will also avail of the ASSU's \$50 subsidy of a group banner because the Bridge sign needs to be replaced.

What is the average attendance at your events?

Anywhere between 10-20 for our individual events, to several hundred for the events we put on in partnership with HPS.

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

We are registered, however we haven't required any of their services (staff, chairs, tables, etc.) and so have not used them. We publicize by means of fliers, HPS, emails and Facebook.

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: \$7,075.52
- 2) Our reserves are currently listed as 957.54, however this is due to a clerical error on the part of the ASSU - a transfer was made twice. The correct balance should be \$5107.54. I have communicated this error to the funding manager and have not received a response.
- 3) N/A
- 4) None.

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

Midterm/final break events, continuous education programs in dorms on basic counseling skills, presentations to various academic departments and organizations like Haas. We also run EDUC193A and EDUC193P which are open to all students and teach basic counseling skills needed to work with us.

Why are you requesting Special Fees?

To fund our phone costs to run our 24x7 counseling services, to launch events for the general wellness of the Stanford community and to pay for event planning.

BUDGET DETAIL

		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
Bridge Outreach		\$(5,500.00)	\$5,500.00	\$5,500.00	\$5,500.00		
Outreach Event for Stanford community							
Location: TBD	Contact: Molly Tartter				Attendance: 50(total)		
Url:	MTartter@stanford.edu				UG: 40	Staff: 5	
	802 272 7442				Grad: 5	Other:	
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
7060	<i>Programming expenses, to include extra costs for Breakthrough initiative and items during events</i>	\$(5,500.00)	\$5,500.00	\$5,500.00	\$5,500.00		
Programming Expenses (Undergraduate Special Fees/Annual)							
General Overhead Expenses		\$(3,810.00)	\$3,810.00	\$3,810.00	\$3,810.00		
General Overhead Expenses for Bridge Peer Counseling Center							
Location: Bridge Peer Counseling Center, Rogers House, 581 C	Contact: Laurence Moore, Whitney Martin				Attendance: (total)		
Url: http://www.stanford.edu/group/bridge/	Inmoore@stanford.edu, wimar				UG:	Staff:	
	(650) 353-1060, (650) 723-3:				Grad:	Other:	
		Budgeted	Requested	Recommend	Approved	Petitioned	Elected
6310	<i>Fees for speakers for both the Bridge classes and continuing education programs.</i>	\$(200.00)	\$200.00	\$200.00	\$200.00		
Honoraria Fees (Undergraduate Special Fees/Annual)							
	<i>Enrollment of Bridge class = 30, therefore our request is far lower than the \$10/attendee soft cap. We also have more than one speaker. Funds used in this line item will be used for a small gift to every speaker.</i>						
7120	<i>Phone bills to maintain 24x7 telephone line at the Bridge for multiple lines</i>	\$(3,310.00)	\$3,310.00	\$3,310.00	\$3,310.00		
Phone (Undergraduate Special Fees/Annual)							
7150	<i>Office supplies for paperwork, day to day running of the bridge, note taking for counsels mailing costs for newsletter etc.</i>	\$(300.00)	\$300.00	\$300.00	\$300.00		
Office Supplies (Undergraduate Special Fees/Annual)							
	<i>Expected cost of notebooks required for note taking = \$8 x 30 = \$240. Bridge Banner = \$50 (as specified by ASSU) Stamps = \$10</i>						
APPLICATION TOTALS		\$(9,310.00)	\$9,310.00	\$9,310.00	\$9,310.00		

ACCOUNT BALANCES

Account		Balance
2-8801-1-0-2800	THE BRIDGE	\$250.00
2-8801-1-0-2830	THE BRIDGE STANFORD FUND	\$70.79
2-8801-2-5-6310	BRIDGE SPEC FEE HONORARIA FEES	\$200.00
2-8801-2-5-7060	BRIDGE SPEC FEE PROGRAMMING EXPENSES	\$837.55
2-8801-2-5-7100	BRIDGE SPEC FEE GENERAL OFFICE EXPENSES	\$111.87
2-8801-2-5-7120	BRIDGE SPEC FEE PHONE	\$1,338.00
2-8801-2-5-7200	BRIDGE SPEC FEE GEN MKTG EXP	\$5,224.85
2-8801-9-0-2820	BRIDGE RESERVE	-\$957.54