

Funding Application: Graduate Student Council [AGG-000006]

Student Organization
Educational Studies Program

Program Title
Educational Studies Program Annual Grant Grad 18-19

Start Date

End Date

Academic Year
2018-2019 Academic Year

Grant Type
Annual

Funding Line(s)

Line #	Account	Line Description	Funding Manager Notes	Event Name	Event Date	Requested Amount	Recommended Amount	Approved Amount
1	01-5701-30-2980 (Annual Grants - Registration & Tickets - VSO)	Registration for National SPLASH organization (Learning Unlimited) which gives the organization many benefits and entrance cost for the national SPLASH conference.				\$50.00	\$50.00	\$50.00
2	01-5701-30-2990 (Annual Grants - Travel - VSO)	U-Haul for transportation of Splash materials to and from off-campus permanent storage. Transportation for students from underserved area schools (Average of 4 buses per SPLASH)				\$1,280.00	\$1,280.00	\$1,280.00
3	01-5701-30-2990 (Annual Grants - Travel - VSO)	Stanford Splash participates in an ambassador exchange with other universities & Splash programs. This budget allows us to send 2 of our admins to another school and to bring 2 from other schools to our event.				\$600.00	\$600.00	\$600.00
4	01-5701-30-2910	Facilities Janitorial-				\$3,500.00	\$3,500.00	\$3,500.00

Line #	Account	Line Description	Funding Manager Notes	Event Name	Event Date	Requested Amount	Recommended Amount	Approved Amount
	(Annual Grants - Event Services - VSO)	>Cleanup fees as required for use of classrooms in the quad. The majority of Splash courses are taught in these rooms.						
5	01-5701-30-2910 (Annual Grants - Event Services - VSO)	Facilities Rental->Appreciation dinner hosted the evening after each Splash event to thank teachers and volunteers. Typically hosted in Oak Lounge (\$500) x 2				\$525.00	\$525.00	\$525.00
6	01-5701-30-2940 (Annual Grants - Costumes & Uniforms - VSO)	T-shirts are provided for teachers, volunteers, and administrators at each event.				\$500.00	\$500.00	\$500.00
7	01-5701-30-2955 (Annual Grants - Equipment - VSO)	Waste bins, tables, umbrellas, delivery fees, etc.				\$5,018.00	\$5,018.00	\$5,018.00
8	01-5701-30-2930 (Annual Grants - Marketing & Printing - VSO)	Advertising to Stanford students in order to encourage teacher enrollment				\$40.00	\$40.00	\$40.00
9	01-5701-30-2950 (Annual Grants - Office Supplies - VSO)	Copies Not Marketing->Class schedules and catalogs, other logistics documents. Approximately 100k doublesided pages per event.				\$1,450.00	\$1,450.00	\$1,450.00
10	01-5701-30-2920 (Annual Grants - Event Food & Supplies - VSO)	Supplies for Splash events. Mostly reimbursements at \$35/section * 200 sections * 2 Splashes for teacher expenses; also includes materials such as nametags. Not all teachers choose to buy supplies				\$3,000.00	\$3,000.00	\$3,000.00
11	01-5701-30-2920 (Annual Grants - Event Food &	For the 2 Splashes, free lunch is provided for all students, volunteers,				\$2,500.00	\$2,500.00	\$2,500.00

Line #	Account	Line Description	Funding Manager Notes	Event Name	Event Date	Requested Amount	Recommended Amount	Approved Amount
	Supplies - VSO)	and teachers. Breakfast and snacks are also provided for volunteers and teachers. (4 meals * \$7/meal + 2 days \$3/day snacks						

	Requested	Recommended
Totals	\$18,463.00	\$18,463.00
Final Allocation		\$18,463.00

Questions

Question	Answer
What is the average attendance at your events?	Admin events average at about 20 people, SPLASH! brings approximately 2000 high schoolers to campus and involves another 700 more Stanford students.
Why are you requesting Annual Grants?	In order to fund our events to educate young minds and bring Stanford students into a role where they can explore their passions as educators.
What are the three largest line item requests in your budget and why?	Event Food, Car/Van rental, and Event supplies. As part of a student's or teacher's time at SPLASH! they are provided food for lunch on both Saturday and Sunday for each weekend of SPLASH! In order to appropriately set up the event we must both transport admins and essential materials, and Purchase supplies that teachers need in order to teach their classes.
What events/programs does your group hold throughout the year for the Stanford community?	2 campus-wide SPLASH! events that are inclusive weekends for students and groups alike to participate and teach younger students from outside campus about whatever they choose. We are inclusive of all kinds of ideas surrounding participation from the Stanford community and beyond.
Have you applied for Annual Grants in the past 3 years? If so, please detail the outcome of each attempt.	Yes, and each time the group has learned how to continue to better use the money we are provided by Special fees. We are grateful for this source of funding and do our best to use it wisely for both our students and our teachers.
Please provide four contacts for your group (two must be undergraduates if also applying for Undergraduate Senate Annual Grants). These individuals should be prepared to be called by the Undergraduate Senate or the GSC during the evaluation of the group. Please list their name, title in organization, school/degree program, e-mail, and phone.	President, Caitlin Hogan, cahogan@stanford.edu; Vice President, Bradley Emi, bemi@stanford.edu; Financial Officer, Kyle Enriquez, kenriqz@stanford.edu
How do you plan to publicize your events/programs to the greater Stanford community?	Flying, Cardinal Sync, emailing, and word-of-mouth.

Question	Answer
If you are an umbrella group, please list the groups for which you are applying for Annual Grants, their ASSU account numbers, and contact information for their financial officers.	N/A
Please define the services provided by your group with the Special Fee, as per the ASSU Constitution:	We provide Stanford students the opportunity to teach young minds in a subject of their choosing, while also creating an experience for middle and high school students to learn in a non-threatening, fun setting from Stanford students over the span of a weekend.
Are you also applying for Undergraduate Senate Annual Grants?	Yes.
If you applied for Annual Grants last year, is there an increase in the amount you're seeking this year? If so, why?	Yes, as we are trying to address a few issues that have popped up in the past year. Mainly, Hewlett now needs to be rented separately, the Admin exchange is increasing in popularity, our lanyards have started breaking on student (so we are pursuing getting more/higher quality ones), our number of admins has increased from last year, and in order to be accommodating of all sizes we need to order new sizes of T-shirt (as this demand has significantly grown in some aspects).

History

Date	Assignment Group	Assignee	Action	Comments
14-AUG-2018 09:37 AM	In Progress	mikelee9	FO Submitted	
14-AUG-2018 09:47 AM	Funding Admin		Assigned	
31-AUG-2018 01:59 PM	Funding Committee	lfatuesi	Approved	
31-AUG-2018 02:04 PM	Legislative Body	lfatuesi	Approved	
31-AUG-2018 02:04 PM	Accountant		Assigned	
31-AUG-2018 02:10 PM	Accountant	sbenton	Approved	
31-AUG-2018 02:10 PM	Posted	assusystem	Approved	