

Status: **Recommended with Modifications**

Financial Officer: Kyle Enriquez

APPLICATION SUMMARY

Application Summary	Budgeted	Requested	Recommend	Approved	Petitioned	Elected
APPLICATION TOTALS	\$(36,926.00)	\$76,220.00	\$18,463.00	\$18,463.00		
Graduate Special Fees		\$76,220.00	\$18,463.00	\$18,463.00		
6560 - Event Food	\$(35,004.00)	\$30,004.00	\$2,500.00	\$2,500.00		
7080 - Event Supplies Expenses	\$(15,474.00)	\$9,474.00	\$3,000.00	\$3,000.00		
7140 - Copies (Not Marketing)	\$(4,950.00)	\$2,050.00	\$1,450.00	\$1,450.00		
7220 - Marketing Copies / Print Expenses	\$(595.00)	\$515.00	\$40.00	\$40.00		
7420 - Equipment Rental	\$(10,188.00)	\$152.00	\$5,018.00	\$5,018.00		
7460 - Costumes / Uniforms	\$(4,850.00)	\$3,850.00	\$500.00	\$500.00		
7510 - Facilities Rental	\$(1,050.00)	\$0.00	\$525.00	\$525.00		
7520 - Facilities Janitorial	\$(10,000.00)	\$3,000.00	\$3,500.00	\$3,500.00		
7710 - Travel Fares	\$(9,300.00)	\$8,100.00	\$600.00	\$600.00		
7730 - Car / Van Rental	\$(17,285.00)	\$14,725.00	\$1,280.00	\$1,280.00		
7820 - Registration Expense	\$(4,450.00)	\$4,350.00	\$50.00	\$50.00		
[All Expense Total]	\$(116,327.00)					
[Revenue GL]1000 - Ticket Sales		\$78,400.00				
[Revenue GL]1000 - Product / Service		\$1,000.00				
Sales						
[Revenue GL]1000 - Donations		\$1.00				
[All Revenue Total]		\$79,401.00				

QUESTIONS & ANSWERS

Have you applied for Special Fees 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.

If you applied for Special Fees 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).

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.

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 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.

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

Flyering, Cardinal Sync, emailing, 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.

We are not.

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

All of our assets and funds are through myGroups. All of our funding for the year comes from Special Fees to my knowledge.

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.

Why are you requesting Special Fees?

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.

BUDGET DETAIL

		Budgeted	Requested	Recommen	Approved	Petitioned	Elected
Non Event-Specific		\$(113,146.00)	\$76,220.00	\$18,463.00	\$18,463.00		
		Budgeted	Requested	Recommen	Approved	Petitioned	Elected
6560	<i>For the 2 Splashes, free lunch is provided for all students, volunteers, and teachers. Breakfast and snacks are also provided for volunteers and teachers. (4 meals * \$7/meal + 2 days \$3/day snacks)</i>	\$(35,004.00)	\$30,004.00	\$2,500.00	\$2,500.00		
Event Food (Graduate Special Fees/Annual)							
7080	<i>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.</i>	\$(15,474.00)	\$9,474.00	\$3,000.00	\$3,000.00		
Event Supplies Expenses (Graduate Special Fees/Annual)							
7140	<i>Class schedules and catalogs, other logistics documents. Approximately 100k doublesided pages per event.</i>	\$(4,950.00)	\$2,050.00	\$1,450.00	\$1,450.00		
Copies (Not Marketing) (Graduate Special Fees/Annual)							
7220	<i>Advertising to Stanford students in order to encourage teacher enrollment</i>	\$(595.00)	\$515.00	\$40.00	\$40.00		
Marketing Copies / Print Expenses (Graduate Special Fees/Annual)							
7420	<i>Waste bins, tables, umbrellas, delivery fees etc.</i>	\$(10,188.00)	\$152.00	\$5,018.00	\$5,018.00		
Equipment Rental (Graduate Special Fees/Annual)							
7460		\$(4,850.00)	\$3,850.00	\$500.00	\$500.00		
Costumes / Uniforms (Graduate Special Fees/Annual)	<i>T-shirts are provided for teachers, volunteers, and administrators at each event.</i>						
7510	<i>Appreciation dinner hosted the evening after each Splash event to thank teachers and volunteers. Typically hosted in Oak Lounge (\$500) x 2</i>	\$(1,050.00)	\$0.00	\$525.00	\$525.00		
Facilities Rental (Graduate Special Fees/Annual)							
7520		\$(10,000.00)	\$3,000.00	\$3,500.00	\$3,500.00		
Facilities Janitorial (Graduate Special Fees/Annual)	<i>Cleanup fees as required for use of classrooms in the quad. The majority of Splash courses are taught in these rooms.</i>						
7710	<i>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.</i>	\$(9,300.00)	\$8,100.00	\$600.00	\$600.00		
Travel Fares (Graduate Special Fees/Annual)							
7730	<i>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).</i>	\$(17,285.00)	\$14,725.00	\$1,280.00	\$1,280.00		
Car / Van Rental (Graduate Special Fees/Annual)							
7820		\$(4,450.00)	\$4,350.00	\$50.00	\$50.00		
Registration Expense (Graduate Special Fees/Annual)	<i>Registration for National SPLASH organization (Learning Unlimited) which gives the organization many benefits and entrance cost for the national SPLASH conference.</i>						
APPLICATION TOTALS		\$(113,146.00)	\$76,220.00	\$18,463.00	\$18,463.00		

ACCOUNT BALANCES

Account		Balance
2-5701-1-0-2800	ESP-EDUCATIONAL STUDIES PROGRAM	\$139,663.30
2-5701-1-0-9010	EDUCATIONAL STUDIES PRG O/S PURCHASE ORDER	\$0.00
2-5701-2-5-6560	ESP SPEC FEE EVENT FOOD	\$0.00
2-5701-2-5-7080	ESP SPEC FEE EVENT SUPPLIES EXP	\$3,521.70
2-5701-2-5-7140	ESP SPEC FEE COPIES (NOT MKTG)	\$0.00
2-5701-2-5-7220	ESP SPEC FEE MKTG COPIES/PRINT EXP	\$0.00
2-5701-2-5-7420	ESP SPEC FEE EQUIP RENTAL	\$0.00
2-5701-2-5-7460	ESP SPECIAL FEE COSTUME/UNIFORMS	\$0.00
2-5701-2-5-7510	ESP SPEC FEE FACILITIES RENTAL	\$50.00
2-5701-2-5-7520	ESP SPEC FEE FACILITIES JANITORIAL	\$6,750.89
2-5701-2-5-7710	ESP SPEC FEE TRAVEL FARES	\$0.00
2-5701-2-5-7730	ESP SPEC FEE CAR/VAN RENTAL	\$0.00
2-5701-2-5-7820	ESP ANNUAL GRANT REGISTRATION EXPENSE	\$100.00
2-5701-8-0-2810	ESP SAVINGS	\$332.52
2-5701-9-0-2820	ESP SPEC FEE RESERVE	\$28,255.13