

Funding Application: Undergraduate Senate [AGU-000041]

Student Organization
Muslim Student Union

Program Title
Muslim Student Union Annual Grant 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	01-6870-30-2990 (Annual Grants - Travel - VSO)	Car/Van Rental->Zipcars used for transportation purposes				\$200.00	\$200.00	\$200.00
2	01-6870-30-2910 (Annual Grants - Event Services - VSO)	Facilities Rental->Expenses of renting spaces for the large scale events including MACA, Refugee Benefit Concert, etc.				\$5,500.00	\$5,500.00	\$5,500.00
3	01-6870-30-2920 (Annual Grants - Event Food & Supplies - VSO)	Decoration expenses for some events				\$200.00	\$200.00	\$200.00
4	01-6870-30-2920 (Annual Grants - Event Food & Supplies - VSO)	Food going towards the different events included in the spreadsheet				\$31,400.00	\$31,400.00	\$31,400.00
5	01-6870-30-2900 (Annual Grants - Honoraria - VSO)	Honorarium Expenses going towards speakers and performers at Events				\$9,000.00	\$9,000.00	\$9,000.00

	Requested	Recommended
Totals	\$46,300.00	\$46,300.00
Final Allocation		\$46,300.00

Questions

Question	Answer
What is the average attendance at your events?	Average ranges between 30 to 650 people depending on the size of the event
Why are you requesting Annual Grants?	We have been operating on special fees for the past 5 years or more. We plan large-scale events and our expenses are predicted and itemized
What are the three largest line item requests in your budget and why?	Event Food mainly because of the Ramadan iftars we provide for the community, honorarium because we invite multiple speakers and finally facilities rental since we host large events that require very specific location types.
What events/programs does your group hold throughout the year for the Stanford community?	Multiple religious and social events open to the public and for everyone in the student body. Details are in the spreadsheet.
Have you applied for Annual Grants in the past 3 years? If so, please detail the outcome of each attempt.	Yes. Successfully placed on the ballot for the past three years.
Please provide four contacts for your group (two must be graduates if also applying for Graduate 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, Mamdouh Nasr, mamdouh@stanford.edu; Vice President, Mustafa Fattah, mfattah@stanford.edu; Financial Officer, Wael Abid, waelabid@stanford.edu
How do you plan to publicize your events/programs to the greater Stanford community? Have you registered with Events at Stanford?	Facebook, mailing list, word of mouth
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.	We are not an umbrella group.
Please define the services provided by your group with the Special Fee, as per the ASSU Constitution:	Social event and community service
Are you also applying for Graduate Annual Grants?	No.
If you applied for Annual Grants last year, is there an increase in the amount you're seeking this year? If so, why?	We are slightly increasing our budget to meet the demand we face because of having Ramadan during the school year.

History

Date	Assignment Group	Assignee	Action	Comments
09-AUG-2018 01:34 PM	In Progress	mikelee9	FO Submitted	
09-AUG-2018 02:36 PM	Funding Admin		Assigned	
10-AUG-2018 11:57 AM	Funding Committee	bjoe	Approved	
10-AUG-2018 12:41 PM	Legislative Body	bjoe	Approved	
10-AUG-2018 12:42 PM	Accountant		Assigned	
22-AUG-2018 05:19 PM	Accountant	sbenton	Approved	
22-AUG-2018 05:19 PM	Posted	assusystem	Approved	

