### APPLICATION SUMMARY

**ASSU Special Fees**

**Volunteers In Latin America 8838**

Status: **Recommended As-is**

Financial Officer: Alex Casas

<table>
<thead>
<tr>
<th>Application Summary</th>
<th>Budgeted</th>
<th>Requested</th>
<th>Recommended</th>
<th>Approved</th>
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<tbody>
<tr>
<td><strong>APPLICATION TOTALS</strong></td>
<td>$(16,476.00)</td>
<td>$16,476.00</td>
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<tr>
<td>6560 - Event Food</td>
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<td>7710 - Travel Fares</td>
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<td>7740 - Accomodations</td>
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<td><strong>[All Expense Total]</strong></td>
<td>$(16,476.00)</td>
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Have you applied for Special Fees in the past 3 years? If so, please detail the outcome of each attempt.
Yes we have applied every year and usually have received more than what we request. We have a great reputation and have successfully used our funds during the trip. VILA is over 25 years old and wants to continue going strong and helping out kids in need.

If you applied for Special Fees last year, is there an increase in the amount you're seeking this year? If so, why?
We struggled last year with the amount of money we had for food because we did not expect to go through groceries so quickly. Transportation also became difficult when our location to where we volunteered was far from our home so we had to make multiple transfers.

Please define the services provided by your group with the Special Fee, as per the ASSU Constitution:
We seek to help the communities that are in need by offering public service. Specifically we work with organizations in Quito, Ecuador that seek to eradicate the existence of child labor.

What are the three largest line item requests in your budget and why?
Travel expenses (roundtrip airfare) because flights are expensive and can pose a barrier to students.
Host family remuneration because host families provide us with their home and food for an entire month.
Event food because we need to be able to eat for the month that we are not living with host families.

What is the average attendance at your events?
We are traveling abroad and usually have around 70-90 kids at a day with whom we work with.

How do you plan to publicize your events/programs to the greater Stanford community? Have you registered with Events at Stanford?
We usually send a lot of emails to email lists and post flyers as well. We have a relationship with the Haas Center for Public Service that publicizes us on their newsletter and website as well.

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
We currently have 12,636 in our banking assets and dont have any other bank accounts other than ASSU 8838.

What events/programs does your group hold throughout the year for the Stanford Community?
We have held sessions where we introduce people to the Quito culture and what our program is really about. We think this matters because it makes people aware and interested in helping out in the future.

Why are you requesting Special Fees?
In order to continue the long years of service that Stanford has provided to the impoverished neighborhoods of Quito, we need to be able to pay for these trips and make it feasible for students who are passionate about helping.
## Volunteers In Latin America

### BUDGET DETAIL

<table>
<thead>
<tr>
<th>Non Event-Specific</th>
<th>Budgeted</th>
<th>Requested</th>
<th>Recomm</th>
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### 6320 Technical Services

Budgeted: $(70.00)  
Requested: $70.00  
Recomm: $70.00  
Approved: $70.00

ATM withdrawal fees for trip leaders: $5 per withdrawal x 30 withdrawals (each withdrawal has upper limit of $300)

### 6560 Event Food

Budgeted: $(150.00)  
Requested: $150.00  
Recomm: $150.00  
Approved: $150.00

$15/person/day x 1 week x 10 volunteers (8th week of trip not covered with host families)

### 6560 Event Food

Budgeted: $(2,800.00)  
Requested: $2,800.00  
Recomm: $2,800.00  
Approved: $2,800.00

$10/person/day x 5 weeks x 10 volunteers (remaining 3 weeks with host families)

### 6560 Event Food

Budgeted: $(400.00)  
Requested: $400.00  
Recomm: $400.00  
Approved: $400.00

Food at retreat: $10/person/day x 4 days x 10 volunteers

### 7080 Event Supplies Expenses

Budgeted: $(200.00)  
Requested: $200.00  
Recomm: $200.00  
Approved: $200.00

Money used to provide notebooks, art supplies, sports equipment and any school supplies for summer camps

### 7120 Phone

Budgeted: $(50.00)  
Requested: $50.00  
Recomm: $50.00  
Approved: $50.00

$40 per (phone + minutes plan) x 10 phones

### 7140 Marketing Copies / Print Expenses

Budgeted: $(40.00)  
Requested: $40.00  
Recomm: $40.00  
Approved: $40.00

Printing/copies for spring quarter training course

### 7710 Travel Fares

Budgeted: $(300.00)  
Requested: $300.00  
Recomm: $300.00  
Approved: $300.00

Transportation to retreat ($30 roundtrip bus x 10 volunteers)

### 7710 Travel Fares

Budgeted: $(500.00)  
Requested: $500.00  
Recomm: $500.00  
Approved: $500.00

Public transportation to work: $1 per day x 10 volunteers x 50 days

### 7710 Travel Fares

Budgeted: $(200.00)  
Requested: $200.00  
Recomm: $200.00  
Approved: $200.00

Transportation for 8th week and transportation within the retreats. $20/person x 10 volunteers

### 7710 Travel Fares

Budgeted: $(5,000.00)  
Requested: $5,000.00  
Recomm: $5,000.00  
Approved: $5,000.00

Roundtrip airfare to Quito, Ecuador (subsidy for 10 volunteers)

### 7740 Accommodations

Budgeted: $(3,750.00)  
Requested: $3,750.00  
Recomm: $3,750.00  
Approved: $3,750.00

Host family remuneration: $125 per week x 3 weeks x 10 volunteers (includes breakfast &amp; dinner)

### 7740 Accommodations

Budgeted: $(600.00)  
Requested: $600.00  
Recomm: $600.00  
Approved: $600.00

Accommodation at retreat: $15/person/day x 4 days x 10 volunteers

### 7740 Accommodations

Budgeted: $(2,016.00)  
Requested: $2,016.00  
Recomm: $2,016.00  
Approved: $2,016.00

Hostal: ($15x7 = 105 per week) x 4 weeks x 10 volunteers

APPLICATION TOTALS: $(16,476.00)  
Budgeted: $(16,476.00)  
Requested: $(16,476.00)  
Recomm: $(16,476.00)  
Approved: $(16,476.00)
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