

Funding Application: Undergraduate Senate [AGU-000122]

Student Organization

Leland Stanford Junior University Marching Band

Program Title

Leland Stanford Junior University Marching Band Annual Grant 19-20

Start Date

End Date

Academic Year

2019-2020 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	01-5051-30-2910 (Annual Grants - Event Services - VSO)	Security Services->Fall and Spring Band runs, maybe Big Game band run. We are required to pay for police & bollard removal at events in order to keep the participants safe & protect campus property. Fall, \$3000, Spring/Big Game, \$2000				\$7,000.00	\$7,000.00	\$7,000.00
2	01-5051-30-2920 (Annual Grants - Event Food & Supplies - VSO)	We provide a small breakfast to the full football band prior to all Saturday Field rehearsal, costs ~\$1500. Lunch/dinner during football games, cost ~\$7200. Water & Gatorade costs ~\$800. Recruitment events & other events cover other costs.				\$14,000.00	\$14,000.00	\$14,000.00
3	01-5051-30-2990 (Annual Grants - Travel - VSO)	Car/Van Rental->We estimate a \$6000 expense for the annual UC Davis band competition in spring quarter. We also request an addition				\$8,000.00	\$8,000.00	\$8,000.00

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		\$2000 for buses to various performances related to our rivalry against Cal.						
4	01-5051-30-2920 (Annual Grants - Event Food & Supplies - VSO)	Event Food - Our organization performs for athletics often during and through mealtimes, particularly for row-houses on set dinner schedules. We ask for funding for 35 members x \$7 x 14 games that conflict with meals (~65% of total).				\$3,360.00	\$3,360.00	\$3,360.00
5	01-5051-30-2920 (Annual Grants - Event Food & Supplies - VSO)	Fall (Football Season) Staff Meetings: 10 meetings * 35 people * \$7 per person = \$2450. We have a large staff and events at all other times of the week, so the only time we can meet is for a weekly dinner	Changed to Event Food			\$2,450.00	\$2,450.00	\$2,450.00
6	01-5051-30-2930 (Annual Grants - Marketing & Printing - VSO)	Copies not Marketing->Every quarter, we require large expenses to make enough copies of our music for the band. Additionally, we require \$3000 to maintain our copier throughout the year.				\$5,100.00	\$5,100.00	\$5,100.00
7	01-5051-30-2950 (Annual Grants - Office Supplies - VSO)	As a large organization, we require many office supplies. This amount is to cover staples, pens, paper, letterhead, mailing envelopes, etc.				\$20.00	\$20.00	\$20.00
8	01-5051-30-2930 (Annual Grants - Marketing & Printing - VSO)	Marketing copies for ads for Dollies, Tree, Writers, Announcers, Fall and Spring recruiting efforts. We require paper fliers and other marketing				\$100.00	\$100.00	\$100.00

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		materials to maintain our presence on campus/surrounding areas						
9	01-5051-30-2955 (Annual Grants - Equipment - VSO)	Equipment Purchase->Purchase materials for costume building, field show materials, music supplies and other costs based off our needs for the year. Total: 26,300. Computers costs, total: 1,250. Props costs, total: 1,750.				\$40,500.00	\$40,500.00	\$40,500.00
10	01-5051-30-2955 (Annual Grants - Equipment - VSO)	Equipment Rental->Drycleaning our uniforms annually costs about \$2000. We request \$3000 for repairs to the valves and tubing of our trumpets and mellophones. Repairs to other instruments cost \$7000.				\$8,000.00	\$8,000.00	\$8,000.00
11	01-5051-30-2940 (Annual Grants - Costumes & Uniforms - VSO)	Dollies require \$2500/quarter for their dresses. (Total \$7500) They require \$500/quarter for shoes, pom poms, dance spankies, hair, & other accessories. (Total \$1500) The Dollies also require a one-time expense of \$500 for Big Game costume.				\$8,750.00	\$8,750.00	\$8,750.00
12	01-5051-30-2990 (Annual Grants - Travel - VSO)	Gas to drive to events we perform at around the Bay Area such as the San Francisco AIDS walk and Belmont Save the Music Rally.				\$650.00	\$650.00	\$650.00

	Requested	Recommended
Totals	\$97,930.00	\$97,930.00

Line #	Account	Line Description	Funding Manager Notes	Event Name	Event Date	Requested Amount	Recommended Amount	Approved Amount
Final Allocation								\$97,930.00

Questions

Question	Answer
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/Manager: Dakota Willis (dakota18@stanford.edu) Vice President: Caroline Bamberger (cbam@stanford.edu) Financial Officer: Xavier Fields (xfields@stanford.edu) Julie Fukunaga (uliefa@stanford.edu)
Are you also applying for Graduate Annual Grants?	No
Please define the services provided by your group with the Special Fee, as per the ASSU Constitution:	We support Stanford athletics and the greater Stanford community by playing at events ranging from home football games, to commencement, to band run during NSO, perform at charity events at Stanford and throughout the Bay Area such as Dance Marathon and Special Olympics, and provide a fun, supportive, welcoming environment to any student that wants to join.
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
How do you plan to publicize your events/programs to the greater Stanford community? Have you registered with Events at Stanford?	Many of our events are planned as a surprise and are passed on through word of mouth (i.e. band run). We also use flyers, mass emails, letters, and direct recruiting to publicize our events/programs. Over 1,000 students are on band or section email lists, meaning over 15% of undergrads receive direct emails for band events. Furthermore, all the work publicizing their events that the athletics department does indirectly publicizes our events as well.
What is the average attendance at your events?	This depends heavily on the events. A fall football game has up to 200 attendees with band. We view our openness and welcoming nature at events like this as a way to better the community as a whole by allowing everyone to enjoy the experience. On the other hand, we usually have 30-50 members at most basketball/volleyball games and for the various rallies that we do on a day to day basis. The only events that we are truly selective for are air trips to support our men's and women's basketball teams. We typically bring around 30-40 people on those. Bottom line, there are over 100 regular student participants. We are seen by audiences ranging from 20 at a private party or charity event to 100,000 in a full football stadium. The entire freshman class participates in fall band run. This doesn't even include the estimated television viewership on those games, which of course is a significantly large number. Furthermore, our appearances in the Parade and Tournament of Roses for two of the past five years had live viewerships of approximately 400,000, and estimated televised viewerships of approximately 18.6 million. As such, we are an important public face of the university.
Have you applied for Annual Grants in the past 3 years? If so, please detail the outcome of each attempt.	We have successfully applied each of the past 3 years.
What events/programs does your group hold throughout the year for the Stanford community?	All of our events are open to the Stanford community. Throughout the course of the year, the band performs at dozens of community events, scores of basketball games, almost every home women's volleyball game, at all home football games, and many other sports events or rallies around campus. In

Question	Answer
	<p>this, we hope to both promote school spirit through music, dance, and just general fun. We also aim to unify the fantastic community of athletes here at Stanford and remind them that we (the students) are their biggest fans. Every new student is welcomed to the Stanford campus through our annual band runs, one on the first night of New Student Orientation and one during the first week of Spring Quarter. We perform many times during big game week, including every Gaieties performance, Bearial, and Big Sail. During Spring quarter, we perform at Admit Weekend, hold Dollie Splash (introducing the new Dollies to the campus community), and at commencement. We are also frequently invited to play on and off campus by student groups, alumni groups, and other Stanford community members.</p>
<p>What are the three largest line item requests in your budget and why?</p>	<p>Please view justification of largest purchases document attached.</p>
<p>Why are you requesting Annual Grants?</p>	<p>The Leland Stanford Junior University Marching Band plays an indispensable role in the Stanford community at sporting events, campus performances, and outreach events. While we have clearities, we are not managed by the Athletic Department or the Music Department. We are requesting Special Fees as an entirely student-driven organization. We are committed to supporting Stanford athletics from the regular season to the postseason. We offer free music instruction and instruments to any Stanford student. We seek to entertain the student body and surrounding community at events ranging from fountain rallies to Marin Special Olympics. The band is an important part of spirit at Stanford University. To complete our mission, we need money for supplies, maintenance costs, instruments and other expenses</p>
<p>If you applied for Annual Grants last year, is there an increase in the amount you're seeking this year? If so, why?</p>	<p>The main line item we are adding is to provide food for students during v-ball/b-ball games, particularly ones that conflict with both rowhouse meal times and dining hall hours -- given that there is extra padding in when we're expected to be present both before and after games, many of our students do not get a chance to eat; as with all band events, these performances for Athletics are open to the public and have an average attendance of 40 members with the smallest events ("listed" by Athletics to only allow a certain number of Stanford students) attracting around 30. We also added an increase in Dollies costume costs, with an attached invoice for the raise in dress prices from \$2250 to \$2500/quarter; we are planning on using our endowments to pay for the costs not reflected in that budget.</p>

History

Date	Assignment Group	Assignee	Action	Comments
15-JAN-2019 03:56 PM	In Progress	juliefa	FO Submitted	
24-JAN-2019 10:51 AM	Funding Admin		Assigned	
24-JAN-2019 11:21 AM	Funding Committee	timv	Approved	Application Approved by Committee
04-FEB-2019 02:08 PM	Legislative Body		Assigned	
04-FEB-2019 02:09	Legislative Body	timv	Unassigned	

Date	Assignment Group	Assignee	Action	Comments
PM				
04-FEB-2019 02:10 PM	Legislative Body	motown95	Approved	
20-FEB-2019 12:07 PM	Accountant			

7410- Equipment Purchase (non-cap): This is our largest line item. We require funds to purchase materials for costume building, field show materials, music supplies and other costs based off our needs for the year. The woodwind sections require reeds, mouthpieces, neckstraps, and cleaners (\$4000 per year). The brass sections require lubricants, mouthpieces and valves (\$1750 per year). The drums require sticks and replacement heads (\$2750 per year). In addition, we request \$17,800 for instrument upgrades to replace outdated instrument and meet the growing demand for the band. Musical Total: \$26,300. Computers and technology hardware are necessary to maintain our office and workspaces. Total: \$1250. Field Show Props: the Band's field shows are an integral part of each Stanford football game. We write two new shows for every home game, at least one road game, and potentially up to three postseason games. Total: \$1750. Other hardware: additionally we require building materials and hardware to maintain our building, the Shak, throughout the year. This hardware is also used for other performances, such as Question Answer band run. Total: \$3000. As the face of the band, the Drum Major requires \$4000 for materials to build costumes throughout the year. The majority of this is spent during the Fall Quarter (band run, every football game), though some is also spent during Spring Quarter. The expenses of the drum major are necessary to maintain the spirit and appearance of the band at all its performances. The Tree serves to provide spirit and visibility for the Band, as well as the university at large. For the band's mascot, which is rebuilt every year, we request \$3000. Lastly, the band purchases uniform hats for all its members once a year, for \$750.

We realize that a lot of our equipment purchases are variable, since repairs don't happen at scheduled intervals -- for example, a sousaphone repair might cost up to \$300, but may only happen every two years; however, it is important to us to have the flexibility (we have, this year alone, sent in 11 requests to repair sousaphones, each varying in cost from \$110-\$200) to deal with anything that might leave us unable to perform.

7430 - Equipment Maintenance: Due to the large amount of property that the band maintains, we have significant maintenance expenses. Dry-cleaning our uniforms annually costs about \$2000. We request \$3000 for repairs to the valves and tubing of our trumpets and mellophones. Repairs to our lower brass cost about \$3000. Repairs, repadding, and adjustments to our woodwinds cost an estimated \$4000.

6560 - Event Food: All band events are open to any Stanford student, and thus our events are heavily attended. Furthermore, our schedule is often very onerous, forcing our members to skip meals at their dining halls. We provide a small breakfast to the full football band (~200 members) prior to all Saturday Field rehearsals, since they are before dining halls open. This costs about \$1500 for the season. Often, football games also stop us from eating lunch or dinner at the dining halls. This costs \$1200 for each of the six games, or \$7200 total. We also require water, gatorade, and juice at football games to keep hydrated, which costs about \$800 for the season. We also provide food at various recruitment events for fall and spring quarter (\$500). Finally, throughout the course of the year band members are expected to attend about 50 rehearsals and 50 plus rallies. In these events, which often conflict with breakfast, lunch, and

dinnertime hours, we are expected to feed ourselves for many of our off-campus rallies, which are predominantly for schools, nonprofit organizations / events, etc. We are happy to provide documentation of these events and our future rally schedule if needed, but some ones we have attended in fall/winter quarter are: Cal Ave Trick or Treat Rally (11 am - 1 pm, Oct 28th), Stanford Reunion Rallies (6:45-9:30 pm, Oct 26), Save the Music Rally (12 - 6:30 pm, Oct 14), Big Game Night at the Palo Alto Club (November 13, 4:45 pm - 8 pm). We have requested \$4000 as a general food fund for these cases (approx. 12 events, 50 people at each).

Our addition of food for our general basketball and volleyball games is added in as separate documentation, just because we want to provide you with proof of both how much it costs to feed us at an event and a ballpark number of games we might expect (out of the 50 or so we perform for).

Note: If looking to cut our budget, please do not cut meeting food!

2960 - Meeting Food: Though not the largest line item by far, we realize our meeting food request is beyond what ASSU typically finances for student organizations and this has been a point of contention in past years. To put a bit of justification behind us requesting full meals for each of our staff members, in many ways the only way that we can get full attendance (from all our 35 staff members, our Band director, as well as external folks from administration like Rachel Aumann and Ralph Castro + people from P&TS and the Department of Safety, has been to host meetings right before rehearsal on Mondays from 6-7 pm. Because this meeting time conflicts with dinner, and people from staff would be expected to stay through section meetings, which last about an hour beyond the end of rehearsal, this turns into a 6 - 9:30 pm day.