

ORGANIZATION: \_\_\_\_\_ ASEWU \_\_\_\_\_  
CONTACT: \_\_\_\_\_ Keirstan Hanson \_\_\_\_\_  
EMAIL: \_\_\_\_\_ asewudirfinance@ewu.edu



**TO: Services and Activities Fee Committee**

**FROM: ASEWU**

**DATE: 1/9/2014**

**SUBJECT: Request for Services and Activities Funding 2014-2015  
(for the 2015-2016 Academic Year)**

**Your meeting is scheduled for:**

**Location:**

The following questions should be answered in narrative format and submitted along with the S&A Excel spreadsheet to the Services and Activities Fee Committee by **January 9, 2015**. You may EMAIL them to [emaiani@ewu.edu](mailto:emaiani@ewu.edu) or deliver them in hard copy to the Student Affairs Office in SHW 129.

These questions will provide the basic information necessary for the S&A Committee to evaluate the request for funding. All questions should be answered to the best of your ability and as completely as possible. Please answer each question individually. Programs may also submit an additional narrative outlining their proposal as well as any materials which will assist the Committee in its deliberations.

### **Budget Questions**

1. Please provide an explanation of how the program plans to spend the budget in each line item of the Budget Request Form (Excel spreadsheet), including an explanation of increases or decreases from the previous year's request. Items that are vague, such as "contract services" should be clearly explained.

The budget presented below by the ASEWU is a combination of eight (8), different sub-budgets of the ASEWU. Each secondary budget is directly correlated to a specific component of the ASEWU and reflects the monetary need of that sub-section.

Each listed budget has a separate operating index number and has therefore been treated as a separate entity. In most cases, jurisdiction has been handled by a student officer with final budgetary authority resting with the Director of SAIL.

### **ASEWU Office and General Expenses (300188)**

#### **Compensation (provide explanation for each type):**

The compensation will be overall increased due to a projected tuition increase and a minimum wage increase. This will include the annual salaries and benefits of the ASEWU Program Support Supervisor, as well as all paid members of the ASEWU. This includes:

- Three (3) Executives
- Five (5) Cabinet members
- Nine (9) Council representatives
- Two (2) Office assistants- Previously three (3) a decrease to the delivery of The Focus
- Five (5) Superior Court members
- One (1) Court Clerk
- One (1) Council Clerk
- One (1) Executive Assistant- Previously a cabinet position; increasing compensation to increase work load to be at committee meetings, head special projects and to assist all three executives.
- Election clerks

#### **Supplies:**

The supplies budget helps with general office supplies, copier machines, postage and things that keep the ASEWU Office running.

### **Executive (300027)**

#### **Other Service Contacts:**

This line-item funds such operations as open P.O. orders with local businesses to help facilitate the provision of light refreshments and minor supplies for the ASEWU's events. This is an increase due to the funds coming from a different line item.

#### **Travel:**

This is a decrease in the Executive budget due to lack of traveling, although, the president will be traveling to different parts of Washington to participate in the Washington Student Association.

#### **Supplies:**

There is a decrease because we found that the supplies that were being used was coming from the general budget.

#### **Other:**

This is an increase to give the Executives more funding so that they have the ability to spend the money during the summer months without having to go through

ASEWU Council members (as stated in the ASEWU Bylaws). These activities include, the ASEWU's fall leadership training, promotional items, and extra funds for unexpected events (e.g. a special election).

**Overall decrease of \$7,910**

### **Council (300088)**

**Travel:**

This is a decrease in the Council's budget due to lack of traveling, although there is funding for those who chose to attend conferences according to their position.

**Supplies:**

There is an increase in funding for supplies taken from other line items, so that the council can do more promotional activities (e.g. survival kits).

**Other:**

There is a decrease in the amount to be moved to 'supplies'. This funding would go toward co-sponsorships, like homecoming, diversity week, leadership conferences, family events, and making sure that we have a presence on the Riverpoint campus. It will also help with ASEWU's winter training and the transition between old and new representatives.

**Overall decrease of \$4,640**

### **Superior Court (300028)**

**Other:**

There is no increase, or decrease in the overall budget, but there was a change of line items. All the funding being asked for this budget will be placed under 'other' to support Political Advocacy Day and Law Day.

**Overall no change to this budget.**

### **Legislative (300089)**

**Other Contract Services:**

This is a contract with the Washington Student Association of \$1.05 FTE. There is a slight increase to make sure we cover the cost.

**Travel:**

A large portion of this budget is spent on travel for the Legislative Liaison as well as the Legislative Affairs Representatives to make it to those WSA meetings as well as Olympia in time for Lobby Day. There is no change in this line item.

**Other:**

The rest of the funds will be spent on travel for students attending Lobby Day in Olympia, for Civics Week, Voter Registration and other causes that might arise in the next year (e.g. The Science Alliance). There is no change in this line item.

**Overall increase of \$322**

**Focus (300038)**

The Focus will no longer be a printed newsletter and therefore will not need funding, apart from an editor.

**Overall decrease of \$6,606**

**Elections (300036)**

**Supplies:**

Supplies will include advertisements, voter pamphlets, and fliers for elections.

**Other:**

This will include the cost of polling stations and the Rock the Vote event.

**Overall no change to this budget**

**Campus Readership/Student Funding (300080)**

**Other:**

Previously, this budget was known to be for the Readership Program, which delivered The New York Times to campus. This recently was put up for a vote by the ASEWU Council members to keep or take away the program. After review and debate, the Council decided to no longer have the Readership Program for students because the amount of money that was being spent, did not support the amount of students it was used by.

Also, in the past, ASEWU has asked for \$20,000 to go toward supplemental funding for clubs and orgs that were eligible for funding. This money would pay for events that they could not pay for themselves.

Due to the lack of clubs and orgs eligible for funding, ASEWU has decided to create this new fund in place of the Readership Program, to now be called 'Student Funding'. This budget will go towards clubs, organizations and individuals who want to put on an event or attend a conference. The Finance Committee will still be the ones looking over the proposals and making the decisions on how much is funded and who it goes to, based off a rubric system. This would be very beneficial to the entire Eastern Washington University Community as students are presenting at conferences to get into grad school, putting on an event that changes students' outlook on life, and so much more.

**Overall increase of \$46,500**

2. How many students utilize the services and activities provided by your program? Describe how statistics are obtained and provide demographics on graduate, undergraduate, male, female or other categories you believe important and relevant to your unit.

It is difficult to extrapolate a figure as to the number of students who are directly involved in/benefit from the ASEWU, since there are numerous “outreached hands” of the ASEWU. The ASEWU assists student clubs and organizations with funding of programs and events; there are also clubs who apply for a one-year office space in the PUB, while other student organizations come by just to use the butcher paper and poster paints. In other instances, the ASEWU also co-sponsors events with an organization, which means the ASEWU might assist by providing “man hours”, paying for advertising, and purchasing needed supplies, or in all three areas. Also, in this configuration are the students who are involved in student elections by either participating as a candidate or voting. There is also involvement when students apply for a job in the ASEWU, or one of the many committee opportunities.

3. Does your program provide employment opportunities for students? Please explain the nature of student employment within your unit, including total FTE and number of students employed.

Yes, the nature of the ASEWU—students serving students—means that the essence of student government is its students. This includes the elected members, the members of the ASEWU Superior Court, and the executive support staff. In addition, there are students employed to provide office support. Thus, the total number of students employed by the ASEWU is twenty-six (26).

4. How do you gauge the effectiveness of the services and activities you provide to students? Is student input collected and used in this process? If your unit has an advisory committee, in what capacity is it involved in your budgeting process?

At this time, there is not an official method in place which measures the direct effectiveness of the different services offered through the ASEWU; there are some services, however, which can be evaluated based on some generalizations. For example, with the distribution of the student newsletter, *The Focus*, the ASEWU recognizes that consumer response is gauged by the amount of responses to businesses’ respective ads through calls received or number of attendees to a program and/or event they are sponsoring. In general, effectiveness is seen by the number of students who attend and/or participate in the process (e.g. running for elections, voting, applying to serve on a committee) and in the responses received when students are asked informally for their input and perspective.

We are currently implementing a feedback/response time at monthly clubs and orgs meetings. This is a time for clubs to talk about what functions and aspects of ASEWU are beneficial to them, and what are slowing down/preventing involvement and

growth. This will be taken back to the ASEWU for consideration and to be included in future action plans.

5. How do you ensure that student fees do not subsidize non-student uses? If previous requests have included statistical analysis on this point, please provide similar analysis using this year's demographics.

ASEWU works really hard on making sure that Eastern students are the ones receiving the resources that we provide for them. We recently decided to no longer provide *The New York Times* for the students because the faculty were using them as a textbook and we did not feel the students were the ones wanted to read it. We also make sure that the co-sponsorships that we host are for Eastern students only before the approval of funds. Although, there are some instances where we have a harder time monitoring the fees going to non-students, for instance, giving out t-shirts for homecoming week and the distribution of the student newsletter, *The Focus* (which serves as a university-wide bulletin board for students). This can/will be fixed by ASEWU making *The Focus* an online resource for students, and asking to see ID when giving out shirts, if possible.

6. Have alternative (non-S&A Fee) funding sources been pursued to the fullest possible extent? If yes, please elaborate. To what extent does your unit rely on earned income? How much of that revenue is obtained directly from students?

No, the ASEWU does not rely on earned income.

7. Are there any long term obligations associated with this funding request?

The only "long-term obligations" within this request are the yearly maintenance and lease contracts contained in this request—the copier, digital printer, and the WSA contract.

8. Was your 2014-2015 S&A Fee allotment increased, decreased or unchanged from the 2013-2014 amount? What was the overall impact on your organization and its ability to serve students? How closely are your actual expenditures aligning with the budget presented to last year's Committee?

The overall allotment increased from 2013-2014 to 2014-2015 and we were really able to utilize the extra money given to us and still are using it. This money is being put towards voting on the Pub Renovation and for a co-sponsored concert at the end of the 2014-2015 school year. This will give the students the opportunity to have a voice on their campus and really make EWU their home. The concert will be a great way to celebrate who we are as a campus and bring different organizations together.

Last year, our expenditures matched very closely with the budget leaving no money to rollover.

9. What is the impact to service students if your request is not funded or lowered?

Taking into consideration the fact that the only source of funding for the ASEWU comes through S&A, the impact would be severe. If funding were to be cut back or reduced drastically, then the ASEWU would not be able to function as an organization, and would not have the resources needed to properly represent and provide assistance to the student body they were elected to advocate for.

Also, ASEWU is here for the students, and the biggest change that we are making to our budget is adding more supplemental funding so that clubs and orgs can thrive on our campus. They come to ASEWU asking for help more than anyone else, and we should be able to offer that support. Not getting the funds for this would put a halt to the clubs and orgs keeping this campus alive.

10. What are three new initiatives for future years?

One initiative that the ASEWU is implementing now and hopes to build in future years is Eastern Pride. We want the students at Eastern to be proud to be an eagle, we want them to bleed red and come back as alumni excited and honored to have gone to a school like Eastern Washington University.

Another initiative that ASEWU has, is giving the opportunity for all clubs and orgs to be eligible for funding so that they can thrive and be a prominent asset to the university and the students at large.

The third new initiate for the future is a big push to show students who we are as their student government. We want to be available for students to help them get involved in clubs, organizations, committees, and campus programs. Students see us and hear about us, but we want them to know who we are, what we do and how they can have a voice on campus.



**Services and Activities  
Fee Committee**

**2015-2016 Budget Request Form (Services and Activities Fee Funding Only)**

Program Name (Budget Number): Council (300088)

Note: this worksheet is for Services and Activities Fee budget only, if your program receives funding from other sources you must also complete the Total Budget form on the next tab of this worksheet.

Services and Activities Fee Budget Request	2012-2013 Budget	2012-2013 Actual	2012-2013 Budget vs. Actual	2013-2014 Budget	2013-2014 Actual	2013-2014 Budget vs. Actual	Current Year Budget 2014-2015	2015-2016 Request	Increase/(Decrease) Current Year Request to Prior Year Budget
<b>Services and Activities Fee Revenue (510)</b>	37,485	27,485	(10,000)	43,285	38,762	(4,523)	58,740	54,100	(4,640)
<b>EXPENSES</b>									
<b>Compensation</b>									
Classified (631)	-	-	-	-	(6,476)	(6,476)	-	-	-
Administrative Exempt (610)	-	-	-	-	-	-	-	-	-
Graduate Student Appointment (624)	-	-	-	-	-	-	-	-	-
Temp/Hourly Student Wages (660)	-	-	-	-	-	-	-	-	-
Taxes and Benefits	-	-	-	-	-	-	-	-	-
<b>Total Compensation</b>	-	-	-	-	(6,476)	(6,476)	-	-	-
<b>Operations/Direct Expense(700)</b>									
Personal Service Contracts	-	-	-	-	-	-	-	-	-
Other Contract Services	-	-	-	-	2,845	2,845	-	-	-
Travel	1,285	1,285	-	1,785	2,404	619	1,500	600	(900)
Supplies	9,000	8,000	(1,000)	9,000	27,165	18,165	1,700	11,000	9,300
Equipment	-	-	-	-	-	-	-	-	-
Other	27,200	18,200	(9,000)	32,500	12,824	(19,676)	55,540	42,500	(13,040)
<b>Total Operations</b>	37,485	27,485	(10,000)	43,285	45,238	1,953	58,740	54,100	(4,640)
<b>Total Expenses</b>	37,485	27,485	(10,000)	43,285	38,762	(4,523)	58,740	54,100	(4,640)
Operating Budget Surplus (Deficit)	-	-	20,000	-	0	9,046	-	-	-
<b>Unexpended and Returned to S&amp;A Fund</b>					0				

**Instructions:**

If your program has received S&A funding in the prior year the request that was submitted last year will be sent to you as a reference upon your request.

If this is the first time your program has requested S&A funding the historical information should be left blank.

If you need additional information contact Emily Maiani at [emaiani@ewu.edu](mailto:emaiani@ewu.edu)





**Services and Activities  
Fee Committee**

**2015-2016 Budget Request Form (Services and Activities Fee Funding Only)**

Program Name (Budget Number): Elections (300036)

Note: this worksheet is for Services and Activities Fee budget only, if your program receives funding from other sources you must also complete the Total Budget form on the next tab of this worksheet.

Services and Activities Fee Budget Request	2012-2013 Budget	2012-2013 Actual	2012-2013 Budget vs. Actual	2013-2014 Budget	2013-2014 Actual	2013-2014 Budget vs. Actual	Current Year Budget 2014-2015	2015-2016 Request	Increase/(Decrease) Current Year Request to Prior Year Budget
<b>Services and Activities Fee Revenue (510)</b>	-	15,841	15,841	10,200	10,195	(5)	12,380	12,380	-
<b>EXPENSES</b>									
<b>Compensation</b>									
Classified (631)	-	-	-	-	-	-	-	-	-
Administrative Exempt (610)	-	-	-	-	-	-	-	-	-
Graduate Student Appointment (624)	-	-	-	-	-	-	-	-	-
Temp/Hourly Student Wages (660)	-	5,641	5,641	-	1,533	1,533	-	-	-
Taxes and Benefits	-	-	-	-	-	-	-	-	-
<b>Total Compensation</b>	-	5,641	5,641	-	1,533	1,533	-	-	-
<b>Operations/Direct Expense(700)</b>									
Personal Service Contracts	-	-	-	-	-	-	-	-	-
Other Contract Services	-	-	-	-	1,000	1,000	-	-	-
Travel	-	-	-	-	33	33	-	-	-
Supplies	-	7,200	7,200	7,200	4,710	(2,490)	3,380	3,380	-
Equipment	-	-	-	-	-	-	-	-	-
Other	-	3,000	3,000	3,000	2,920	(80)	9,000	9,000	-
<b>Total Operations</b>	-	10,200	10,200	10,200	8,662	(1,538)	12,380	12,380	-
<b>Total Expenses</b>	-	15,841	15,841	10,200	10,195	(5)	12,380	12,380	-
Operating Budget Surplus (Deficit)	-	-	(31,682)	-	(0)	10	-	-	-
<b>Unexpended and Returned to S&amp;A Fund</b>		-			-				

**Instructions:**

If your program has received S&A funding in the prior year the request that was submitted last year will be sent to you as a reference upon your request.

If this is the first time your program has requested S&A funding the historical information should be left blank.

If you need additional information contact Emily Maiani at [emaiani@ewu.edu](mailto:emaiani@ewu.edu)



**Services and Activities Fee Committee**

**2015-2016 Budget Request Form (Services and Activities Fee Funding Only)**

Program Name (Budget Number): ASEWU Executive (300027)

Note: this worksheet is for Services and Activities Fee budget only, if your program receives funding from other sources you must also complete the Total Budget form on the next tab of this worksheet.

Services and Activities Fee Budget Request	2012-2013 Budget	2012-2013 Actual	2012-2013 Budget vs. Actual	2013-2014 Budget	2013-2014 Actual	2013-2014 Budget vs. Actual	Current Year Budget 2014-2015	2015-2016 Request	Increase/(Decrease) Current Year Request to Prior Year Budget
<b>Services and Activities Fee Revenue (510)</b>	25,250	25,250	-	25,850	23,936	(1,914)	36,710	23,800	(12,910)
<b>EXPENSES</b>									
<b>Compensation</b>									
Classified (631)	-	-	-	-	-	-	-	-	-
Administrative Exempt (610)	-	-	-	-	-	-	-	-	-
Graduate Student Appointment (624)	-	-	-	-	-	-	-	-	-
Temp/Hourly Student Wages (660)	-	-	-	-	-	-	-	-	-
Taxes and Benefits	-	-	-	-	-	-	-	-	-
<b>Total Compensation</b>	-	-	-	-	-	-	-	-	-
<b>Operations/Direct Expense(700)</b>									
Personal Service Contracts	-	-	-	-	-	-	-	-	-
Other Contract Services	-	-	-	1,700	5,303	3,603	-	800	800
Travel	8,600	8,600	-	8,600	3,801	(4,799)	8,600	2,000	(6,600)
Supplies	1,550	1,550	-	1,800	9,145	7,345	4,200	-	(4,200)
Equipment	-	-	-	-	-	-	-	-	-
Other	15,100	15,100	-	13,750	5,687	(8,063)	23,910	26,000	2,090
<b>Total Operations</b>	25,250	25,250	-	25,850	23,936	(1,914)	36,710	28,800	(7,910)
<b>Total Expenses</b>	25,250	25,250	-	25,850	23,936	(1,914)	36,710	28,800	(7,910)
Operating Budget Surplus (Deficit)	-	-	-	-	-	3,828	-	(5,000)	(5,000)
<b>Unexpended and Returned to S&amp;A Fund</b>									

**Instructions:**

If your program has received S&A funding in the prior year the request that was submitted last year will be sent to you as a reference upon your request.

If this is the first time your program has requested S&A funding the historical information should be left blank.

If you need additional information contact Emily Maiani at [emaiani@ewu.edu](mailto:emaiani@ewu.edu)



**2015-2016 Total Budget Form - All Sources Combined**

Program Name (Budget Number): Focus (300038)

**Services and Activities**

Note: If all of the funding for your program comes from Services and Activities Fees this worksheet does not need to be completed

Operating Budget Request	2012-2013 Budget	2012-2013 Actual	2012-2013 Budget vs. Actual	2013-2014 Budget	2013-2014 Actual	2013-2014 Budget vs. Actual	Current Year Budget (2014-2015)	2015-2016 Proposed Budget	Increase/(Decrease) from prior year budget
<b>REVENUES</b>	6,606.00	6,606.00		6,606.00	6,647.00	(41.00)	6,606.00	-	(6,606.00)
Earned Income (550)	-	-	-	-	-	-	-	-	-
State Support	-	-	-	-	-	-	-	-	-
Foundation	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
<b>Services and Activities Fee Revenue (510)</b>	-	-	-	-	-	-	-	-	-
<b>Total Revenue</b>	6,606	6,606	-	6,606	6,647	(41)	6,606	-	(6,606)
<b>EXPENSES</b>									
<b>Compensation</b>									
Classified (631)	-	-	-	-	-	-	-	-	-
Administrative Exempt (610)	-	-	-	-	-	-	-	-	-
Graduate Student Appointment (624)	-	-	-	-	-	-	-	-	-
Temp/Hourly Student Wages (660)	-	-	-	-	-	-	-	-	-
<b>Taxes and Benefits</b>	-	-	-	-	-	-	-	-	-
<b>Total Compensation</b>	-	-	-	-	-	-	-	-	-
<b>Operations/Direct Expense(700)</b>									
Personal Service Contracts	-	-	-	-	-	-	-	-	-
Other Contract Services	817	817	-	817	2,560	1,743	816	-	(816)
Travel	-	-	-	-	-	-	-	-	-
Supplies	5,789	5,789	-	5,789	3,119	(2,670)	5,790	-	(5,790)
Equipment	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	968	968	-	-	-
<b>Total Operations</b>	6,606	6,606	-	6,606	6,647	41	6,606	-	(6,606)
<b>Total Expenses</b>	6,606	6,606	-	6,606	6,647	41	6,606	-	(6,606)
<b>Operating Budget Surplus (Deficit)</b>						(0)			



**Services and Activities Fee Committee**

**2015-2016 Budget Request Form (Services and Activities Fee Funding Only)**

Program Name (Budget Number): ASEWU Office and General Expenses (300188)

Note: this worksheet is for Services and Activities Fee budget only, if your program receives funding from other sources you must also complete the Total Budget form on the next tab of this worksheet.

Services and Activities Fee Budget Request	2012-2013 Budget	2012-2013 Actual	2012-2013 Budget vs. Actual	2013-2014 Budget	2013-2014 Actual	2013-2014 Budget vs. Actual	Current Year Budget 2014-2015	2015-2016 Request	Increase/(Decrease) Current Year Request to Prior Year Budget
<b>Services and Activities Fee Revenue (510)</b>	342,928	342,928	-	354,145	311,703	(42,442)	411,241	394,592	(16,649)
<b>EXPENSES</b>									
<b>Compensation</b>									
Classified (631)	59,763	59,763	-	59,763	65,735	5,972	59,763	60,467	704
Administrative Exempt (610)	-	-	-	-	-	-	-	-	-
Graduate Student Appointment (624)	-	-	-	-	-	-	-	-	-
Temp/Hourly Student Wages (660)	261,111	261,111	-	266,328	227,047	(39,281)	282,827	308,356	25,529
Taxes and Benefits	-	-	-	-	-	-	-	-	-
<b>Total Compensation</b>	320,874	320,874	-	326,091	292,781	(33,310)	342,590	368,823	26,233
<b>Operations/Direct Expense(700)</b>									
Personal Service Contracts	-	-	-	-	-	-	-	-	-
Other Contract Services	9,504	9,504	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-
Supplies	12,550	12,550	-	-	18,322	18,322	-	-	-
Equipment	-	-	-	-	-	-	-	-	-
Other	-	-	-	28,054	600	(27,454)	28,054	28,000	(54)
<b>Total Operations</b>	22,054	22,054	-	28,054	18,922	(9,132)	28,054	28,000	(54)
<b>Total Expenses</b>	342,928	342,928	-	354,145	311,703	(42,442)	370,644	396,823	26,179
Operating Budget Surplus (Deficit)	-	-	-	-	-	84,883	40,597	(2,231)	(42,828)
<b>Unexpended and Returned to S&amp;A Fund</b>									

**Instructions:**

If your program has received S&A funding in the prior year the request that was submitted last year will be sent to you as a reference upon your request.

If this is the first time your program has requested S&A funding the historical information should be left blank.

If you need additional information contact Emily Maiani at [emaiani@ewu.edu](mailto:emaiani@ewu.edu)



**Services and Activities  
Fee Committee**

**2015-2016 Budget Request Form (Services and Activities Fee Funding Only)**

Program Name (Budget Number): Legislative Affairs (300089)

Note: this worksheet is for Services and Activities Fee budget only, if your program receives funding from other sources you must also complete the Total Budget form on the next tab of this worksheet.

Services and Activities Fee Budget Request	2012-2013 Budget	2012-2013 Actual	2012-2013 Budget vs. Actual	2013-2014 Budget	2013-2014 Actual	2013-2014 Budget vs. Actual	Current Year Budget 2014-2015	2015-2016 Request	Increase/(Decrease) Current Year Request to Prior Year Budget
<b>Services and Activities Fee Revenue (510)</b>	29,149	17,785	(11,364)	30,304	30,297	(7)	32,412	32,734	322
<b>EXPENSES</b>									
<b>Compensation</b>									
Classified (631)	-	-	-	-	-	-	-	-	-
Administrative Exempt (610)	-	-	-	-	-	-	-	-	-
Graduate Student Appointment (624)	-	-	-	-	-	-	-	-	-
Temp/Hourly Student Wages (660)	-	-	-	-	-	-	-	-	-
Taxes and Benefits	-	-	-	-	-	-	-	-	-
<b>Total Compensation</b>	-	-	-	-	-	-	-	-	-
<b>Operations/Direct Expense(700)</b>									
Personal Service Contracts	-	-	-	-	-	-	-	-	-
Other Contract Services	11,445	11,445	-	12,600	9,818	(2,783)	12,679	11,000	(1,679)
Travel	6,040	6,040	-	6,040	17,325	11,285	6,045	6,045	-
Supplies	300	300	-	300	633	333	-	-	-
Equipment	-	-	-	-	-	-	-	-	-
Other	11,364	-	(11,364)	11,364	2,522	(8,842)	13,689	15,689	2,000
<b>Total Operations</b>	29,149	17,785	(11,364)	30,304	30,297	(7)	32,413	32,734	321
<b>Total Expenses</b>	29,149	17,785	(11,364)	30,304	30,297	(7)	32,413	32,734	321
Operating Budget Surplus (Deficit)	-	-	22,728	-	(0)	14	(1)	1	2
<b>Unexpended and Returned to S&amp;A Fund</b>		-			-				

**Instructions:**

If your program has received S&A funding in the prior year the request that was submitted last year will be sent to you as a reference upon your request.

If this is the first time your program has requested S&A funding the historical information should be left blank.

If you need additional information contact Emily Maiani at [emaiani@ewu.edu](mailto:emaiani@ewu.edu)



**Services and Activities  
Fee Committee**

**2015-2016 Budget Request Form (Services and Activities Fee Funding Only)**

Program Name (Budget Number): Student Funding (300080)

Note: this worksheet is for Services and Activities Fee budget only, if your program receives funding from other sources you must also complete the Total Budget form on the next tab of this worksheet.

Services and Activities Fee Budget Request	2012-2013 Budget	2012-2013 Actual	2012-2013 Budget vs. Actual	2013-2014 Budget	2013-2014 Actual	2013-2014 Budget vs. Actual	Current Year Budget 2014-2015	2015-2016 Request	Increase/(Decrease) Current Year Request to Prior Year Budget
<b>Services and Activities Fee Revenue (510)</b>	15,000	15,000	-	15,000	14,999	(1)	3,500	50,000	46,500
<b>EXPENSES</b>									
<b>Compensation</b>									
Classified (631)	-	-	-	-	-	-	-	-	-
Administrative Exempt (610)	-	-	-	-	-	-	-	-	-
Graduate Student Appointment (624)	-	-	-	-	-	-	-	-	-
Temp/Hourly Student Wages (660)	-	-	-	-	-	-	-	-	-
Taxes and Benefits	-	-	-	-	-	-	-	-	-
<b>Total Compensation</b>	-	-	-	-	-	-	-	-	-
<b>Operations/Direct Expense(700)</b>									
Personal Service Contracts	-	-	-	-	-	-	-	-	-
Other Contract Services	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-
Other	15,000	15,000	-	15,000	14,999	(1)	3,500	50,000	46,500
<b>Total Operations</b>	15,000	15,000	-	15,000	14,999	(1)	3,500	50,000	46,500
<b>Total Expenses</b>	15,000	15,000	-	15,000	14,999	(1)	3,500	50,000	46,500
Operating Budget Surplus (Deficit)	-	-	-	-	(0)	2	-	-	-
<b>Unexpended and Returned to S&amp;A Fund</b>									

**Instructions:**

If your program has received S&A funding in the prior year the request that was submitted last year will be sent to you as a reference upon your request.

If this is the first time your program has requested S&A funding the historical information should be left blank.

If you need additional information contact Emily Maiani at [emaiani@ewu.edu](mailto:emaiani@ewu.edu)



**Services and Activities  
Fee Committee**

**2015-2016 Budget Request Form (Services and Activities Fee Funding Only)**

Program Name (Budget Number): Superior Court (300028)

Note: this worksheet is for Services and Activities Fee budget only, if your program receives funding from other sources you must also complete the Total Budget form on the next tab of this worksheet.

Services and Activities Fee Budget Request	2012-2013 Budget	2012-2013 Actual	2012-2013 Budget vs. Actual	2013-2014 Budget	2013-2014 Actual	2013-2014 Budget vs. Actual	Current Year Budget 2014-2015	2015-2016 Request	Increase/(Decrease) Current Year Request to Prior Year Budget
<b>Services and Activities Fee Revenue (510)</b>	5,000	5,000	-	5,000	4,940	(60)	5,000	5,000	-
<b>EXPENSES</b>									
<b>Compensation</b>									
Classified (631)	-	-	-	-	-	-	-	-	-
Administrative Exempt (610)	-	-	-	-	-	-	-	-	-
Graduate Student Appointment (624)	-	-	-	-	-	-	-	-	-
Temp/Hourly Student Wages (660)	-	-	-	-	-	-	-	-	-
Taxes and Benefits	-	-	-	-	-	-	-	-	-
<b>Total Compensation</b>	-	-	-	-	-	-	-	-	-
<b>Operations/Direct Expense(700)</b>									
Personal Service Contracts	-	-	-	-	-	-	-	-	-
Other Contract Services	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-
Supplies	2,000	2,000	-	2,000	1,772	(228)	-	-	-
Equipment	-	-	-	-	-	-	-	-	-
Other	3,000	3,000	-	3,000	3,168	168	5,000	5,000	-
<b>Total Operations</b>	5,000	5,000	-	5,000	4,940	(60)	5,000	5,000	-
<b>Total Expenses</b>	5,000	5,000	-	5,000	4,940	(60)	5,000	5,000	-
Operating Budget Surplus (Deficit)	-	-	-	-	0	120	-	-	-
<b>Unexpended and Returned to S&amp;A Fund</b>					0				

**Instructions:**

If your program has received S&A funding in the prior year the request that was submitted last year will be sent to you as a reference upon your request.

If this is the first time your program has requested S&A funding the historical information should be left blank.

If you need additional information contact Emily Maiani at [emaiani@ewu.edu](mailto:emaiani@ewu.edu)