SAF Contingency Proposal Form 2018-2019

Summary

View Results by Participant

Results for: Martin, Minda J.

Question: Proposing Group: (i.e. Career Services, Sustainability Club, Campus Events Board, IEE, etc.)
Response: UW Bothell Film Festival

Question: Department/ Organization: (i.e. FYPP, Student Affairs, Recreation and Wellness, etc.)
Response: Film Festival Club

Question: Contact Person: This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.
Response: Minda Martin

Question: Contact Email: This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal. Please include a regularly checked email as the SAF Committee contacts groups primarily through email.
Response: mindam@uw.edu

Question: Contact Phone: Please include the phone number of the contact person. This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.
Response: 4255323412

Question: Budget Owner/ Faculty or Staff Member: This person is a faculty or staff member who will be fiscally responsible for the SAF allocation. Please consult with this person before listing their name. This person must be authorized in UW procurement and fiscal systems and familiar with university purchasing policies and processes. For student clubs, please coordinate with Student Engagement & Activities and Club Council (uwclubs@uw.edu).
Response: Minda Martin

Question: Executive Summary of Your Proposal: Please provide a concise overview of the program, activity, or service for which you seek funding. * Remember that the contingency process is for new ideas/initiatives only from students, all other requests must be made during the Annual Cycle. Typically budgets are available in February. Complex events may take up to 8 weeks to plan, so keep this in mind when proposing a contingency proposal for an event.
Response: We are proposing the first annual student media festival for UW Bothell. Students from across the university will be invited to submit videos they have produced on campus in the past two years (2017-2019). These videos will range from narrative, experimental, and documentary and interactive. The entries will be screened and judged by faculty and students based on content and innovation. Approximately 12-17 videos will be chosen to represent the wide range of student production on campus. The Media Festival will be attended by students, media professionals, faculty, staff, family, and friends. It will also be archived on the campus website. We are applying for funding for the event, which includes equipment rental, video projector, promotional materials, food/refreshments for 3 separate events, a host for the event (usually a media professional from Seattle or North Seattle, which we pay a speaker fee), and lastly prizes for the winners of the show. These prizes include Audience Award, Best Social Justice Award, Best Environmental Justice Award, and the remaining two awards to be named by students. The videos will be sustained digitally through a digital content site and housed on the UW Bothell website. This event will enhance student services to support academic success and enrich student life and deepen and broaden community engagement. Students will work closely with faculty in research, creative output, and community partnership. Faculty will supervise students in enabling them to wear many different roles in their media related field. For example, here are a few of the roles students will take on:
1. "Curator" Students will judge other students work from a technical, theoretical, aesthetic, and thematic viewpoint. Students will be creative writers coming up with themes, categories, and titles to advertise the student media festival to the campus and the community.
2. "Promoter" Students will be promoters making flyers, posters, postcards (which we need funding to pay for) to promote the event to the campus and community of San Marcos. In addition, they will...
Question:
Need for this Program/Service: In 200 words or less, please do the following: *Describe the need for this program or service. *If possible, include any data that might support your proposal (i.e. surveys indicating a need for your initiative).

Currently there is no film festival on our campus and there are several classes that offer media production assignments. The city of Bothell has expressed interest in supporting this event.

Question:
Estimate the number of students that will benefit from your proposed program/service: In 200 words or less, please do the following: *Indicate what the benefits of your proposed program for students will be *Estimate how many currently enrolled students will likely benefit from your proposed service or program. *Estimate the number of any other individuals (and indicate their affiliation) that might benefit from this service or program.

40-60 enrolled students, 30-50 family, faculty, and community residents.

Benefits-- learn how to submit to festivals, see and celebrate work with peers, family, faculty, and media professionals.

Question:
Additional Information: If needed, please include any other information you feel is relevant to your request. (There is no character limit on this field).

Students will have the unique opportunity to celebrate their creative work with their parents, colleagues, and the community. The award lets the students know that we value their voice and want them to continue to make media for entertainment, artistic, and informational purposes. The awards will go to the most innovative and strongest content produced by our students. Students who see the videos either in person or on-line will be encouraged to try harder and gain an appreciation of their colleagues and to challenge their craft and to produce stronger material. For students who are nominated and for those who win awards, they will have more confidence in making their next media project whether it is in a class, graduate school, or their first professional media job.

Furthermore, this event will encourage and empower students to submit their media productions to TV, festivals, jobs, film industry, and graduate school.

Question:
Programming/Events: Describe the funds you are requesting in detail below. Please put total dollar amount of programming/events in the bottom of this box.

The funds we are requesting below are for facilities and equipment rentals/setup $412.50 Printing/Photocopying: brochures and entry forms: $400 Office supplies to create reel for the festival--memory cards and hard drive- $550 Food and drinks for 3 separate events culminating to produce the film festival--$1375 Promotional Materials of the festival which includes graphic design, posters, and flyers--$450 Video projector and camera rental for the screening--$2268 Speaker fee for host of the festival and awards $1250

Total: 6705

Question:
Facilities and equipment rentals/ Set-Ups: Describe the funds you are requesting in detail below. If you require facilities/equipment rental and assistance with set up, please indicate it here. Take into account custodial fees and clean up https://www.uwb.edu/arc/events/reservation-policies. Please put total dollar amount of facilities and equipment rental and any set up costs at the bottom of this box.

The Film Festival is 3 hours.

Rental of ARC: $412.50

Total: $412.50
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<th>Question</th>
<th>Description</th>
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| Printing & Photocopying                      | Describe the funds you are requesting in detail below. Please put total dollar amount of printing/photocopying in the bottom of this box. | printing and photocopying entry forms $25  
150 color glossy brochures for the festival. $375  
Total: $400 |
| Office Supplies                              | Describe the funds you are requesting in detail below. Please put total dollar amount of office supplies in the bottom of this box. | SDHC media cards for video taping festival, $50  
1 thunderbolt external hard drive for assembling the reel. $500  
Total: $550 |
| Food/ Refreshments                          | Review the food policy/ food form for the University policies before asking for food. The Food Policy is below the food form in the link https://www.uwb.edu/finance/food-approvals. Understand that food for normal meetings is not allowed. Describe below the reason you are requesting food and how it meets the food policy. Please put total dollar amount of food/refreshments in the bottom of this box. | Food for Jurying process--  
6-8 student and faculty members will jury films. 8-10 hours.  
Breakfast, lunch $275  
Food/Drink for Assembling Reel and promotional trailers/teasers (12-16 hours). 4-6 faculty and student $375. (breakfast, lunch, and dinner)  
Festival  
Dinner buffet before event. $725  
feed up to 60 people.  
Total: $1375 |
| Promotional Items                            | Promotional Items are designed to promote any student organization, group, or funded project or service and are limited to a total value of $800 per year unless expressly stated otherwise by the Services and Activities Fee Committee at the time of allocation. | Promotional materials--  
flyers and posters to promote submission and festival--$250  
Graphic Design for Festival--$200  
Total: $450 |
| Equipment Rentals/ Purchase                  | Describe the funds you are requesting in detail below. Please put total dollar amount of equipment rentals/purchase in the bottom of this box. | 4K Video Projector--$1943 (includes tax)  
The projector is necessary for highest resolution capability for screening.  
4K Video Camera/Tripod/Microphone Rental for 3 hours--$325  
Total: 2268 |
| Transportation                               | Describe the funds you are requesting in detail below (indicate in state/out of state, as well as type of transportation). Please put total dollar amount of transportation in the bottom of this box. | None requested |
| Meals and Lodging for Travel                 | Describe the funds you are requesting in detail below. Please ensure that you are in compliance with applicable per diem rates for meals. The rates are available at the following link: https://www.gsa.gov/travel/plan-book/per-diem-rates Please note that hotel bookings are typically done through the University. Please put total dollar amount of meals and lodging in the bottom of this box. | None requested |
| Other                                        | Please include any other expenses that don't fall under any of the above categories in detail. Please put total dollar amount of other in the bottom of this box. | Local artist and rapper fee as host of film festival--$1000.  
Awards--$50 each for plaques--$250 total  
Total: $1250 |
| Total Amount Requested                       | Please take the time to carefully add all of your figures from above. Please note that adjustments will not be made to the total amount requested in the event of an error. Round your final total up to the nearest dollar. | 6705 |
| Terms and Conditions                        | *I have read and agree with the terms and conditions of the SAF Bylaws: http://www.uwb.edu/studentlife/safc/safbylaws  
*I understand that once submitted, adjustments cannot be made to the requested amounts listed above. *I understand that hearings will be held between 8:30AM-12:00PM on Friday, November 16th, 2018 and someone from my group will be available to attend a brief hearing scheduled during that time frame. | I agree |