

[Your Tools](#)[\(uwbsa\)](#) [Help](#)**WebQ****SAF Contingency Proposal Form 2016-2017**[Summary](#) [Build](#) [Results](#) [Preview](#)**View Results by Participant**[Back to results](#)[Printable view](#)Page: Previous  of 4 Next

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Results for: TRAN, KATHY PHUONG-HAO

Submission date: 10/31/2016 4:54 PM

Total time: 19 hours, 24 minutes, 53 seconds

Question	Response
<i>Question:</i> Proposing Group: (i.e. Career Services, Sustainability Club, Campus Events Board, etc.)	Vietnamese Student Association (VSA)
<i>Question:</i> Department/Organization: (i.e. FYPP, Student Affairs, Student Clubs & Organizations, etc.)	Student Club & Organization
<i>Question:</i> 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.	Kathy Tran
<i>Question:</i> 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.	uwbsa@gmail.com
<i>Question:</i> 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.	206-293-3419
<i>Question:</i> 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.	Kristine Kellejian
<i>Question:</i> Budget Owner/Faculty or Staff Email:	kellejia@uw.edu
<i>Question:</i> 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, all other requests must be made during the Annual Cycle.	Our goal as the Vietnamese Student Association of the University of Washington-Bothell is to raise awareness to one's diverse ethnic background, not only do we help raise awareness about a person's ethnic background, we also emphasize family, friendship and create a safe environment for those who join and want to learn more about themselves and their own culture. Our way of achieving this goal is by hosting our very first culture show. The Culture Show is intended to showcase Vietnamese culture through various forms of theatre, art, music, and dance. Through these various forms of arts, we can further expand our knowledge of not only our communities but also the communities of our ancestors. The culture show is not only for further expanding our cultural knowledge, but it is also a way for us to create connections and form bonds that last a lifetime. The skits and and cultural dances allows us to explore our ancestors and culture, but it also allows us to explore ourselves and our Vietnamese roots.
<i>Question:</i> 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).	Part of the goal of the Vietnamese Student Association is to spread the Vietnamese Culture to a diverse group of students that the University of Washington Bothell is home to. The cultural show is one big innovative way to educate people on Vietnamese culture as well as to entertain them. We were inspired by other successful Vietnamese Student Association's cultural shows and felt that we needed a new way to educate people on Vietnamese culture and build a stronger connection between the Vietnamese community with the school. The idea of welcoming everyone to our home land.
<i>Question:</i> 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.	Our proposed cultural show would not only welcome our VSA members, but other campus students, family, and friends to come celebrate and learn about the Vietnamese culture. All our club members would benefit, but there will be a heavy emphasis on involving fellow campus members. The University of Washington-Bothell has a diverse community, and the VSA's intention is to provide a program that can creatively portray Vietnamese history, culture, and spirit. For some people, it could bring back childhood

	memories; for others, it would show a different perspective of the Vietnamese culture.
<i>Question:</i> Additional Information: If needed, please include any other information you feel is relevant to your request. (There is no character limit on this field.)	No response
<i>Question:</i> Salary/Wages: Describe the funds you are requesting in detail below. Please put total dollar amount of salary/wages in the bottom of this box.	LQ Lion Dance- \$400 Stage Rental and Installation-2,000 Lighting and backstage curtains- \$2500 Fashion Show - \$500 Vietnamese Catering - \$2,000 Decoration - \$500 Vovinam martial arts - \$200 Raffle items - \$1,000 Programming pamphlets- \$300 Office supplies: \$200 Truong N Photography: \$1,000
<i>Question:</i> Benefits: Describe the funds you are requesting in detail below. Benefits paid to regular employees working at least .50 FTE should be calculated at 34.0% of earnings. Benefits paid to hourly employees should be calculated at 16.5% of earnings. Please put total dollar amount of benefits in the bottom of this box.	The VSA will not be hiring any outside hourly employees for the program; we are going to be running the event with the help of volunteers.
<i>Question:</i> 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 that the VSA are requesting would cover the entirety of the cultural show we are planning on hosting. This includes the materials for the event which fall under the categories of food, stage rental and installation, special performers, fashion show, and decorations.
<i>Question:</i> Facilities Rentals/Set-Ups: Describe the funds you are requesting in detail below. If you require facilities rentals/set-ups, please indicate it here. Take into account custodial fees and clean up. North Creek Events Center costs \$350 and up per event. Please put total dollar amount of facilities in the bottom of this box.	The VSA will not be requesting any funding for facility rentals or set ups, so custodial and clean up services will not be necessary. The VSA will submit a separate form for renting the facility at the appropriate time.
<i>Question:</i> 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.	We'd be ordering pamphlets to list out the program schedule- this would cost about \$300 for 90 pamphlets.
<i>Question:</i> 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.	The VSA requests funding of \$200 towards office supplies to create the decorations for the cultural show. This would include table decorations, wall decor, and program promotion.
<i>Question:</i> 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: <a href="https://www.uwb.edu/getattachment/admin/services/fuac/facilities-request/food-approval-form-and-cover.pdf">https://www.uwb.edu/getattachment/admin/services/fuac/facilities-request/food-approval-form-and-cover.pdf</a> 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.	The VSA requests funding of \$2,000 for the food and refreshments at the program. This would be covered by the Vietnamese catering the VSA would bring in.
<i>Question:</i> 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.	The primary equipment that the VSA intends to bring in are stages, lighting, and backstage curtains. The staging area would require funding of \$2,000, which includes the materials as well as installation from the staging company's crew. The lighting and backstage curtains would require an additional \$2,500 for the ambiance as well as additional privacy for performers, and volunteers working behind the event.
<i>Question:</i> 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.	There will be no need for transportation funds.
<i>Question:</i> 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: <a href="http://www.gsa.gov/portal/content/104877">http://www.gsa.gov/portal/content/104877</a> 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.	There will be no need for traveling funds because the cultural show would be on campus.
<i>Question:</i> Telecommunications: Describe the funds you are requesting in detail below. Telephone equipment should be estimated at \$35 per handset, per month (this includes only one extension). Please put total dollar amount of telecommunications in the bottom of this box.	There will be no need for telecommunication equipment funding.
<i>Question:</i> 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.	A separate expense that the VSA will be requesting will be for raffling items. Funding for the raffle would be roughly \$1000.

**Question:** 11,600  
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.

**Question:** I Agree  
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 8:00am-11:00am on Friday, November 18th, 2016 and someone from my group will be available to attend a brief hearing scheduled during that time frame.

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Sort by:

Questions or comments?  
Contact us or email [catalysthelp@uw.edu](mailto:catalysthelp@uw.edu)