

Results for SAF Annual Proposal Form for the 2020-2021 Academic Year (By Participant)

Results for: ID# 19397869	
Submission date: 1/15/2020 3:02 PM	
Total time: 1 hour, 14 minutes, 29 seconds	
Question	Response
<p><i>Question:</i> Proposing Group (i.e. Career Services, Sustainability Club, Campus Events Board, etc.)</p>	Associated Students of the University of Washington, Bothell (ASUWB)
<p><i>Question:</i> Department/Organization (i.e. Recreation and Wellness, First Year Pre-Major Programs, Student Engagement and Activities, School of Business, etc.)</p>	Student Engagement and Activities
<p><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.</p>	Kaelynne Nelson : ASUWB Treasurer
<p><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.</p>	ASUWBtre@uw.edu; asuwbteam@uw.edu
<p><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.</p>	(702) 509-3591
<p><i>Question:</i> Faculty/Staff Member Please discuss your request with a staff or faculty member (i.e. Student Affairs Staff or faculty adviser) before submitting your request and include the name and title (i.e. John Smith, Club Adviser) of that individual. IMPORTANT: This person will also be listed as the budget owner. Please ensure the faculty or staff member understands they will be the budget owner and responsible for managing a SAF allocation. This person must be authorized in UW procurement and fiscal systems and familiar with university purchasing policies and processes.</p>	Sam Al-Khoury : Director, Student Engagement & Activities and ASUWB Adviser
<p><i>Question:</i> Faculty/Staff Member Email Please provide the email of the faculty or staff member you discussed your request with.</p>	SEA2@uw.edu
<p><i>Question:</i> Executive Summary of Your Proposal (500 word limit) Please provide a concise overview of the program, activity, or service for which you seek funding.</p>	ASUWB seeks funding for payment of its student staff and elected members, consumable items to support campus events and elections, funds to support team training, and funds to support student travel to conferences.
<p><i>Question:</i> Need for this Program/Service (500 word limit) Please describe the need for this program or service. Explicitly describe how this program directly and/or indirectly benefits the campus community? * If possible, include any data that might support your proposal (i.e. surveys indicating a need for your initiative)</p>	<p>We the Associated Students of the University of Washington Bothell are the official representative voice for all students within the university. We exist to empower our student body through the following measures:</p> <p>Seeking to enhance the entire student experience by supporting and/or</p>

	<p>drafting a policy that promotes student interests, needs, and welfare. Serving as a liaison between the students and faculty, staff, and alumni.</p> <p>Diligently serving with integrity, honor, and enthusiasm while always aware of our university's proud tradition of academic excellence. We advocate for all of our constituents with respect to individual differences which may include but are not limited to age, cultural background, disability, ethnicity, family status, gender presentation, immigration status, national origin, race, religion, sex, sexual orientation, socioeconomic status, and veteran status.</p>
<p><i>Question:</i> New Request or Previously Funded (500 word limit) Has this request been funded in the past? If yes, please indicate what part of the proposal was previously funded by SAF and what is a request for new allocations. If this is a one time funding request, please note that in the description.</p>	<p>Historically, ASUWB's budget is always supported by the SAF Committee and ASUWB will continue to submit its budget to SAF in the future. Most items on the budget have been approved in the past with the exception of Community Collaborations and the UWB Leaders Program, which are new. The Interns and Graphic Designer are also new positions, but they replace existing positions, so the request is budget neutral.</p>
<p><i>Question:</i> Strategic Plan/5 Year Goals (500 word limit) Please describe your strategic plan or description of your key strategic goals over the next five years.</p>	<p>ASUWB will continue to act as the official link between students and faculty. By continuing to focus funds on Community Collaborations and Consumables, the students will strengthen their connection to the UWB and Bothell community. The UWB Leaders program will act as insurance that the processes placed this year will be passed down to knowledgeable students who can take on future leadership roles within ASUWB. SAEF will also continue to support the student body at large, as students can continue to travel to conferences regardless of their financial position, and now with additional safety measures in place.</p>
<p><i>Question:</i> Program Benefit Estimate number of students that will benefit from your proposed program/service (500 word limit). * Indicate the benefits of your proposed program for students. * 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.</p>	<p>Those that directly are impacted by ASUWB are those that respond to surveys about campus expansion, engage in our tabling awareness events, attend our town halls, apply to travel with SAEF, are involved with UWB Leaders, interact with Holly the Husky, or feel represented by the ideas of the Legislative Liaison. Almost every student on campus (FTE 5500) has been impacted in some way by the above functions.</p>
<p><i>Question:</i> Financial and Operational Health (500 word limit) How do you plan to assess the program or service? Please describe any metrics or operational targets your unit uses to assess its financial and operational health? Describe the metrics, the metric targets and actuals of metrics. (E.g. student- student employee ratios, student-to-staff ratios, in-process measures).</p>	<p>Something that was considered when building this year's budget, was how much of last year's budget was left unspent. Once restructuring some consumable functions, adding UWB Leaders, another SEA manager, and decreasing the hours elected students to work over the summer, ASUWB feels very confident this will ensure a healthy, successful, and sustainable budget for the 2020-2021 school year.</p>

Question:

Additional Information (500 word count) If needed, please include any other information you feel is relevant to your request.

ASUWB New Structure

This year we really sat down and looked at how we can improve the structure of ASUWB so that we are making the most use all the resources we have available and so that this structure can improve the overall productivity of ASUWB.

The president of ASUWB which has been a part of ASUWB for four years and Sam the advisor of ASUWB reflected on what has worked for ASUWB in previous years and what has not worked. For there we decided to change the structure a bit so that all the positions in ASUWB are built in a way that the student body can get the most out of.

From previous years we saw that the role of Director of Community Relations really was struggling in finding projects and really contributing in a meaningful way to the UWB student body so we decided to dissolve this position and move it under the Student advocacy department.

Furthermore, another change that we brought in the structure is that we got rid of senators in each department and provided them with interns instead which will be hired and will have no voting power. The reason why we did this is because since the interns will be hired we can make sure the people that get those positions are passionate about the work that they will be doing. Furthermore, the reason why we took senators position away is because it did not make sense for senators to have the same voting power as the directors when they work less hours and report to those directors.

The other change that we made is that the Outreach and Marketing department will have two directors from which one will focus on marketing and the other will focus on outreach, and instead of an intern this department will have a graphic designer which will be really helpful to the whole team.

Lastly, we decreased the amount of time the whole ASUWB team works. In previous years we had the Executive team start at the beginning of July and the rest of the team joined in September. We decided to have only the president and vice president start in August while the rest of the team will join in September. This will allow this ASUWB members to be able to participate in summer internships/ study abroad opportunities and will also insure we are spending student dollars meaningfully.

Question:

Salary/Wages Describe the funds you are requesting in detail below. Benefits will be calculated on the spreadsheet accordingly. Please detail the number of positions, hours per week/salary, salary, etc. If there are differences or distinctions in positions, please explain. Please show your math; for example: (1 student working X# hours per week at \$X per hour for X weeks).

The positions below are hired student employees:

Holly the Husky (5 x 3hrs x \$16.39) +
 (10 x 3hrs x \$17) = \$756
 Legislative Liaison Pay (20w x 19.5hrs x
 \$17) = \$8,016 after benefits
 Parliamentarian, Treasurer & Graphic
 Designer (40w x 15h x \$17 x 3pp) =
 \$36,995 after benefits
 Interns (40w x 10h x \$17 x 2pp) =
 \$16,442 after benefits

	<p>The positions below are elected student employees: President (44w x 25h x \$18) = \$23938 after benefits Vice President (44w x 19.5h x \$18) = \$18672 after benefits Executive Board (40w x 19.5h x \$17 x 5pp) = \$80157 after benefits</p>
<p><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. Please include in this box costs relating to security, honorarium, hospitality, and contracted costs, etc. Please put total dollar amount of programming/events in the bottom of this box and on the spreadsheet.</p>	<p><i>No response</i></p>
<p><i>Question:</i> Facilities & Equipment Rentals/Set-Ups/Purchase Describe the funds you are requesting in detail below. If you require facilities or equipment rentals/set-ups/purchase, please indicate it here. Take into account custodial fees and clean up. If you need assistance with estimated costs, please speak to a staff/faculty member. Please put total dollar amount of facilities and equipment in the bottom of this box and on the spreadsheet.</p>	<p><i>No response</i></p>
<p><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 and on the spreadsheet.</p>	<p>ASUWB Team Printing & Photocopying = \$1,000</p>
<p><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 and on the spreadsheet.</p>	<p>Campus Supply Tables = \$600 Team Office Supplies = \$450</p>
<p><i>Question:</i> Food/Refreshments Describe the funds you are requesting in detail. Please indicate why food is necessary in your proposal. Review the food policy/food form for the University policies before asking for food. The Food Policy and Food Approval Form can be found in this 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 ensure that you are in compliance with applicable per diem rates for meals. The per diem rates are available at the following link: http://finance.uw.edu/travel/meals#perdiem Please put total dollar amount of food refreshments in the bottom of this box and on the spreadsheet.</p>	<p><i>No response</i></p>
<p><i>Question:</i> Transportation and Travel Describe the funds you are requesting in detail below for business travel (indicate in state/out of state, local travel, as well as type of transportation). Please note that flight bookings are done through the University. Please provide justification for out of state travel. Please put total dollar amount of transportation and travel in the bottom of this box and on the spreadsheet.</p>	<p>Legislative Liaison Housing Reimbursement = \$3,000</p>
<p><i>Question:</i> Professional Development Describe the funds you are requesting in detail below. Please indicate number of students, staff, and the dollar amount. This should include all costs associated with registration, air or ground travel, meals, lodging, per diem, etc. Please insure that you are in</p>	<p>Team Conference and Local Meetings = \$4,500 Student Academic Enhancement Fund (SAEF) = \$35,000</p>

<p>compliance with applicable per diem rates for meals. The rates are available at the following link: http://www.gsa.gov/portal/content/104877 Please note that flight bookings are done through the University. Please provide justification for out of state travel. Please put the total dollar amount of professional development in the bottom of this box and on the spreadsheet.</p>	
<p><i>Question:</i> Operations Describe the funds you are requesting in detail below. Please put the total dollar amount of telecommunications, business cards, computer purchases, equipment, new hire packages, etc. in the bottom of this box and on the spreadsheet. Phone lines should be calculated at \$10 per line per month. https://itconnect.uw.edu/service/campus-telephone-services/</p>	<p>Student Government Elections = \$850 Community Collaborations = \$4,500 UWB Leaders Program (Fall, Winter, & Spring) = \$300</p>
<p><i>Question:</i> Other Please include any other expenses that don't fall under any of the above categories in detail. Please put the total dollar amount of other in the bottom of this box and on the spreadsheet.</p>	<p>Washington Student Association (WSA) Fee = \$6,300 Team Training (Fall, Winter, and Spring) = \$3,000 Holly the Husky Maintenance = \$500</p>
<p><i>Question:</i> Total Amount Requested Please list your total amount requested, please make sure all line items are on the spreadsheet. Enter the total from the spreadsheet here. These numbers should match line item for line item.</p>	<p>244976</p>
<p><i>Question:</i> Terms and Conditions By submitting this application, you are agreeing to the terms and conditions below: * I have read and agree with the terms and conditions of the SAF Bylaws: http://www.uwb.edu/studentaffairs/safc/safbylaws * I understand that late applications will not be accepted, except at the discretion of the Committee, and completed applications include a narrative as well as a spreadsheet. Adjustments to the final total requested by any club, group, organization, or department will not be accepted. After a request has been submitted, it may not be reopened for alterations or changes. * I understand that hearings will be held between 8:30am and 11:30am, tentatively scheduled for Friday, January 31, 2020 and Friday, February 7, 2020. Someone from my group will be available to attend a brief hearing scheduled during that time frame.</p>	<p>I Agree</p>