

SAF Annual Proposal Form for the 2015- 2016 Academic Year

The SAF Committee will be accepting applications for the annual budgeting cycle from November 24, 2014 until 5:00pm on January 14th, 2015. The intent of the annual operating budget is to support on-going student activities, services, and programs. Services and Activities Fees are defined in RCW 28B.15.041 to mean "fees, other than tuition fees, charged to all students registering at the . . . state universities . . . The legislature also recognizes that Services and Activities Fees are paid by students for the express purpose of funding student activities and programs" of their particular institution. These funds will be available for the 2015 to 2016 academic year.

A member of your group must be available to attend a hearing with the SAF Committee tentatively scheduled for Friday, February 6, 2015 and February 13, 2015. Please include a regularly checked email in the application, as that will be the main form of communication between SAF and the requesting group. The SAF Liaison will contact the requesting group to notify them of a hearing time.

Please ensure that your request is in accordance with SAF Bylaws, which are available at the following website: <http://www.uwb.edu/studentlife/safc/safbylaws>. Please note the SAF Committee will be coordinating with Club Council to develop an efficient funding model.

The Committee will hold an open forum and appeals, tentatively scheduled for on Friday, April 3, 2015. Requesting groups will be notified of a preliminary budget before the open forum and appeals date.

Late applications will not be accepted, except at the discretion of the Committee. 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.

SUBMITTED BY
Yousef Alturaifi
yalturaifi@uwb.edu
Jan 13, 2015, 12:12PM PST

SAF Annual Proposal Form

[Required] Proposing Group Intramural Activities

(i.e. Career Center, Sustainability Club, Campus Events Board, etc.)

[Required] Department/Organization Recreation and Wellness

(i.e. Student Services, CUSP, Student Life, Student Clubs & Organizations, etc.)

[Required] Contact Person Yousef Alturaifi

This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.

[Required] Contact Email YAlturaifi@uwb.edu

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.

[Required] Contact Phone 2067908112

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.

[Required] Faculty/Staff Member Betsy Brown

Please discuss your request with a staff or faculty member (i.e. Student Life Staff or faculty advisor) before submitting your request and include the name and title (i.e. John Smith, Club Advisor) of that individual.

[Required] Faculty/Staff Member Email brownbj@uw.edu

Please provide the email of the faculty or staff member you discussed your request with.

[Required] Executive Summary of Your Proposal

Please provide a concise overview of the program, activity, or service for which you seek funding.

Please reference the University of Washington Bothell's 21st Century Initiatives at the following website and, if and where appropriate, please refer to the applicable initiatives: <http://www.uwb.edu/21stcentury>

The focus of Intramural Activities at the University of Washington Bothell is to provide an environment where participants have the opportunity to gather and take part in various sport and leisure activities regardless of skill level and ability. There are typically around 10 student employees that administer the programs, under the supervision of a Recreation & Wellness professional staff person. Intramural Activities are comprised of traditional team sports with leagues and playoffs, as well as leisure activities and tournaments. League Sports: Annually, nine league sports are offered, three each quarter. Flag football, basketball, soccer, ultimate and softball are held every year. New leagues are always an option and student feedback is sought and welcomed to inform new programming. Tournaments: Tournaments can vary each year, and are driven by student interest. Examples of tournaments held in the past are League of Legends, Pokémon, bowling, laser tag, Donkey Kong themed high ropes courses, gaga ball, 3-on-3 basketball, dodgeball, golf, 3-on-3 soccer, March Madness bracket challenges and many more. An effort is put in to making Intramural Activities accessible and interesting to a diverse population of students on campus, as is evidenced in the array of tournaments offered. Promotion & Activities: Intramural Activities works very hard to promote programs to the campus. This happens through participation in Club/Involvement Fairs, partnering with Campus Events Board on events like Spooktacular and Spring Fest, working with Orientation on offering programs and informing our incoming students about what Intramural Activities has to offer, and tabling often to encourage participation in programs. Intramural Activities at the University of Washington Bothell are exciting because they are traditional (activities you would see at any college campus across the country) and innovative (programs catering specifically to our students' interests). In order to keep up with demand of the growing Intramural Activities program, a new Program Manager for Intramural Activities and Sports & Recreation Complex (can be found listed under Sports Field Fee request) who would be able to train sports officials, run the Intramural program, have experience in campus recreation and facility management.

[Required] 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).

-If you have tracked the success of this program or service in the past, please provide that information here.

Intramural Activities is fully funded with Services and Activities Fees. Since winter quarter of 2012, when the Sports & Recreation Complex opened, the program has grown from non-existent to having students participate over 4000 times in Intramural Activities during the 2013-14 academic year. Additionally, the Intramural program participates in every first year orientation with activities at the Sports & Recreation Complex and information about how to get involved. With numbers growing in the fall of 2014, significant increases are being seen again in the 2014-15. In addition to growing participation in our activities, there has been substantial growth in the number of spectators at events.

Intramurals and collegiate recreational programs and facilities have been recognized as a positive factor in student recruitment, retention and satisfaction (Lindsey, Sessoms, & Willis, 2009; Lindsey and Sessoms, 2006). It is suggested that students who participate in intramurals are likely to be more engaged academically and more involved in other campus life activities (Moffitt, 2010). Participation in recreational sports provides students with an avenue to develop friendships and feel part of a larger community (Hall, 2006).

[Required] Estimate number of students that will benefit from your proposed program/service.

In 200 words or less, please do the following:

-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.

Every current student is eligible to participate in Intramural Activities and will benefit if they choose to join in. Since the inception of Intramural Activities programs, many more spectators (friends, family, campus community) have been attending events. These spectators play a big role in the feel of the program. Beyond students/faculty/staff participating in our events, the spectators create even more of a community and sense of excitement around the programs.

The entire UW Bothell community and Cascadia College student community can benefit from Intramural Activities. Current University of Washington Bothell students may participate for no additional fee other than what is paid with the Sports and Recreation Complex fee. University of Washington Bothell Faculty and Staff are eligible to participate after paying a \$35 quarterly fee to the Cashier's Office. Cascadia College students are eligible to participate after paying a \$40 quarterly fee to the Cashier's Office.

[Required] How do you plan to assess the program or service?

How do you plan to track the effects of this program or service?

For example, how would track how the event/program/service went? How would you track how successful it was and what you could change in the future?

The program is assessed in a number of ways. Participation statistics are kept on how many participants Intramural Activities has annually, as well as how many times they have participated. A survey will go out to assess the experience of those who participate and to address what activities students would like to see from Intramurals in the future. Student feedback is what informs the future programs Intramurals holds and sought after and welcomed. In addition to student feedback, event report forms are filled out by students after each program reflecting how the program went and taking note on what could go better. These forms are then used when the same events are held and used as a benchmark for future programming.

Additional Information

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

Student Support:

"Participants gain a sense of teamwork from making new friends and trying to compete with other teams to win the championship." – Nikola Lakić

"Intramural soccer was such a competitive and fun league this year. I have met a lot of new people from different parts of the world who share the same passion I have for soccer. It is definitely a great way to stay active, make some new friends, and get a fuller college experience." – Zakaria Ali

"Intramurals allow students from both UWB and CC to come together and participate in a multitude of activities in a fun and safe environment. Recreation and Wellness has fully utilized the new sports field by holding different events, tournaments, and leagues. I personally have made many friends and have grown as an athlete through the league." – Jaclyn Pang

Works Cited:

Hall, D.A. (2006). Participation in a campus recreation program and its effect on student retention. *Recreational Sports Journal*, 30(1), 40-45.

Lindsey, R., & Sessoms, E. (2006). Assessment of a campus recreation program on student recruitment, retention and frequency of participation across certain demographics. *Recreational Sports Journal*, 30(1), 30-39.

Lindsey, R., Sessoms, E., & Willis, G. (2009). Impact of campus recreational sports facilities and programs on recruitment and retention among African American students: A pilot study. *Recreational Sports Journal*, 33(1), 25-34.

Moffit, J. (2010). Recreating retention. *Recreational Sports Journal*, 34, 24-32.

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.

38 weeks of programming - 10 staff x \$13.50 x 38weeks x 10hours = \$51,300.00

2 weeks of training - 10 staff x \$13.50 x 2 weeks x 40 hours = \$10,800.00

Total Salary/Wages: \$62,100.00

Benefits Total Benefits Requested: \$10,246.50

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. If you included salaries/wages in the above field, you must calculate the applicable benefits.

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. If your request includes security and you would like an estimate, please contact UWB Security at 425-352-5359.

Total Requested for Programming/Events: \$ 12,000.00

Inclusive of facility rentals (ie indoor gym rental at the YMCA for bball league and indoor soccer) and programming such as paintballing tournaments, high ropes courses, video game tournaments, bowling leagues/tournaments, dodgeball tournaments, homerun derbys, tennis leagues, soccer leagues, flag football leagues, basketball leagues, ultimate frisbee leagues, gaga ball, sand volleyball tournaments, golf tournaments, softball leagues, kickball games, 3-on-3 soccer tournaments, ping pong tournament, laser tag events.

Facilities Rentals/Set-Ups Included in programming costs

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. If you need assistance with estimated costs, please speak to a staff/faculty member.
Please put total dollar amount of facilities in the bottom of this box.

Printing & Photocopying Included in Recreation and Wellness Operations

Describe the funds you are requesting in detail below.
Please put the total dollar amount of printing/photocopying in the bottom of this box.

Office Supplies Included in Recreation and Wellness Operations

Describe the funds you are requesting in detail below.
Please put the total dollar amount of office supplies in the bottom of this box.

Food/Refreshments N/A

Describe the funds you are requesting in detail below.
Please put the total dollar amount of food/refreshments in the bottom of this box.
Please review the food policy/food form for the University policies before submitting your request at the following link:
<http://www.uwb.edu/getattachment/admin/services/fuac/foodapprovalform.pdf>

Equipment Rentals/Purchase New Equipment and Upkeep of current equipment = \$5000.00

Describe the funds you are requesting in detail below. Include information on the purpose/need for this equipment as it relates to your program or service. Please put the total dollar amount of equipment rentals/purchase in the bottom of this box.

Transportation N/A

Describe the funds you are requesting in detail below (indicate in state/out of state, as well as type of transportation). Please note that flight bookings are done through the University. Please put total dollar amount of transportation in the bottom of this box.

Meals and Lodging for Travel N/A

Describe the funds you are requesting in detail below. Please insure that you are in compliance with applicable per diem rates for meals. The rates are available at the following link: <http://www.gsa.gov/portal/category/21287>
Please note that hotel bookings are typically done through the University. Please put the total dollar amount of meals and lodging in the bottom of this box.

Telecommunications Included in Recreation and Wellness Operations

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 the total dollar amount of telecommunications in the bottom of this box.

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.

CPR/AED/First Aid \$35/person x 12 people (10 students & 2 staff) = \$420.00

Conference/Continuing Education \$1500/person x 6 persons (5 students, 1 staff) = \$9000.00

Total Other Requested: \$9420.00

[Required] Total Amount Requested \$98,766.50

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.

[Required] Terms and Conditions I Agree

-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 total amount requested above.

-I understand that hearings will be held between 8:00am and 11:00am, tentatively scheduled for Friday, February 6, 2015 and Friday, February 13, 2015. Someone from my group will be available to attend a brief hearing scheduled during that time frame.