

2012-2013 SAF Annual Application

Wes Johnson

On behalf of Financial Management Association (RSO)

2012-2013 SAF Annual Application

Program/Service Title

FMA Leadership Conference

Campus Department

Student Life

Contact Person

Wes Johnson

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Executive Summary of Your Proposal

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

We seek travel, food, & lodging support to attend the annual Leadership Conference for the Financial Management Association International in Chicago from 14-18 March 2011.

The conference offers workshops by industry thought leaders, financial institution tours, and professional networking opportunities.

Attendance at the conference will enhance a student's learning experience. It is also a great opportunity for the University of Washington Bothell to be represented at a national academic event.

Need for this Program/Service

In 150 words or less, please describe the need for this program or service. Please include any data that might support your proposal (e.g., the number of students who have participated in your service or program in the past). If your program is currently funded by SAF, please indicate how you have used the money to help your organization meet its goal(s).

Attendance at the conference enhances the learning experience for students through interaction with finance industry thought leaders, tours of our nation's financial institutions, and participation in workshops

that help them prepare for careers in business.

By providing support for students to attend the event, the University of Washington Bothell is investing in its reputation on a national level, the Business program, and its academically-focused student organizations. In 2011, 10 students attended this conference. This trip aids in learning, professional development, exposure to applied business, and great networking opportunities.

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?

Following the event, each member will submit a single-spaced, two-page essay on what they learned through the conference and how it enhanced their learning experience.

After the lessons learned have been analyzed, a presentation will be given to students at UW Bothell and another to the Faculty.

Estimate number of students that will benefit from your proposed program/service

In 150 words or less, estimate how many currently enrolled students will likely benefit from your proposed service or program. Please estimate the number of other individuals (and indicate their affiliation) that might benefit from this service or program. Finally, please indicate other sources of financial support.

Directly, we anticipate having 25 students from UW Bothell in attendance at the conference. The indirect benefits for students besides those travelling are estimated at another 25. There are no other sources of financial support.

Benefits to Participants

In 150 words or less, please describe the benefits that participants are likely to gain by attending or participating in this program or service.

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By providing support for students to attend the event, the University of Washington Bothell is investing in its reputation on a national level, the Business program, and its academically-focused student organizations.

Additional Information

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

N/A

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.

N/A

Benefits

Describe the funds you are requesting in detail below.

Benefits paid to regular employees working at least .50 FTE should be calculated at 33.4% of earnings.

Benefits paid to hourly employees should be calculated at 14.9% of earnings. Benefits are required if you are requesting salary/wages above.

Please put total dollar amount of benefits in the bottom of this box.

N/A

Honoraria

Describe the funds you are requesting in detail below.

i.e. Payment to speakers

Please put total dollar amount of honoraria in the bottom of this box.

N/A

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.

Please put total dollar amount of facilities in the bottom of this box.

N/A

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.

N/A

Security

Describe the funds you are requesting in detail below.

*If you would like an estimate, please contact UWB Security.
425-352-5359*

Please put total dollar amount of security in the bottom of this box.

N/A

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.

N/A

Transportation

Describe the funds you are requesting in detail below.

Please put total dollar amount of transportation in the bottom of this box.

CTA/Pace Pass: 25 x \$28 = \$700

Airfare: 25 x \$279 = \$6975

Total: \$7675

Meals and Lodging for Travel

Describe the funds you are requesting in detail below.

Please put total dollar amount of meals and lodging in the bottom of this box. *dollar.*
\$25190.00

Average Hotel in the Area (with tax): 25/2 = 13
Rooms x 4 nights = 52 room nights. \$223.85 x 13 x
4 = \$11640.

Petty Cash for Meals: 25 x 4 x \$25 = \$2500

Total: \$14140

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.

N/A

Food/Refreshments

Describe the funds you are requesting in detail below.

Please put total dollar amount of food/refreshments in the bottom of this box.

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.

<http://www.uwb.edu/getattachment/admin/services/fuac/foodapprovalform.pdf>

N/A

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.

N/A

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.

Registration for Conference Fee: \$135 x \$25 =
\$3375.00

Total: \$3375

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