

Doc 1 2/8/12



Ethnic Student Center Steering Committee
Large Event Funding Request

#638722

** THIS FORM IS ONLY FOR FUNDING REQUESTS EXCEEDING \$2000,00**

Please read the Funding Guidelines and meet with the AS Ethnic Student Center Coordinator/Activities Advisor before completing and submitting this form,

Submit your request in a timely manner, keeping in accordance with the processes and timelines outlined in the above mentioned Funding Guidelines

You will be notified via email of the time and location of the Ethnic Student Center Steering Committee Meeting

Large Event Funding requests are a two week process; week one for information, week two for vote.

Presenting Organization ASCC

Student Name Last Habtemariam First Jenet

WWU email habtemj@students.wvu.edu Phone number 2068024628

Name of Program/Event A(x) culture night

Event Dates Feb 25th 2012

Location VU MPR Estimated Attendance 288

Event Overview

Description for event and/or biography of speaker, performer etc.

All the performers are going to be students this year with a guess speaker that is still confirming there attendance. The event overall is a night to celebrate the many cultures of Africa and show Western Washington that there is a divers group of proud people who are students as well.

The target audience for the program and expected outcomes

the target audience for this program is the Western community and parents of club members, we expect a larger outcome this year thats why we raised the attendance level from last year.

Past attendance records, if available, and/or success of similar events on other campuses

Sold out the last two years with an attendance of 270 last year.

The benefit that will be given to the student body, and how it fits within the mission statement and goals of the Ethnic Student Center and Associated Students

This event will benefit the student body of-Western by providing a cultural program that shows how divers our community in bellingham is and how supportive we are of underrepresented groups.

Publicity and promotion plan

Online ads and student run promotions on and off campus.

Club Budget Authority Authorizer

By submitting this esign form, I approve this request as the Budget Authority for the above named organization

You must meet with the ESC Coordinator/Activities Advisor before submitting this request. Please show the completion of this requirement by checking the box below:

Michael Vendiola, ESC Coordinator/Activities Advisor



**** Please attach an ESC Funding Request Itemized Budget before submitting****

- get the ESC Funding Request itemized Budget spreadsheet form [here](#) _____
- fill out the form and save it to your PC
- complete the form and attach it to this form before submitting

The approver must enter the email address of the next approver and press Approve to send it or press LOCK to lock the form.

You have been automatically authenticated from MyWWU. If the information below is incorrect, please contact the Administrative Computing Helpdesk at 650-4444.

Name *Erin Curran-Tilston* ID # W00871170

Email To: michael.vendiola@wwu.edu ChBck-Email

(Full WWU email address required, e.g. John.Doe@wwu.edu) unless you are attaching a file or locking the form.)

[Approve...] [Attach...] [2] [LOCK]

Attached Files

| FileName | Description | Added By | Date | Del |
|---|-------------|-------------------------|----------------------|-----|
| 2012 ACC ESC STEERING COMMITTEE FUNDING REQUEST ITEMIZED BUDGET.XLS | ACC 2012 | Jenet Amine Habtemariam | 1/11/2012 5:48:22 PM | H |
| 2012 ACC ESC STEERING COMMITTEE FUNDING REQUEST ITEMIZED BUDGET.XLS | | lenet Amine Habtemariam | 1/11/2012 5:48:23 PM | II |

Signatures

| Title | Time | Name | Dept | Phone | Email | Action |
|------------------------------|------------------------|-------------------------|---------------------------|-------|--|---------|
| Library Assistant 1 | 11/21/2011 11:41:18 AM | Jenet Amine Habtemariam | Not Found | N/A | habtemj@students.wwu.edu | Submit |
| Library Assistant 1 | 1/9/2012 4:50:47 PM | lenet Amine Habtemariam | Not Found | N/A | habtemj@students.wwu.edu | Approve |
| Academic Support Coordinator | 1/10/2012 1:05:27 PM | Fabiola Mora | Student Outreach Services | X7254 | Fabiola.Mora@wwu.edu | Approve |
| Library Assistant 1 | 1/11/2012 5:48:22 PM | Jenet Amine Habtemariam | Not Found | N/A | habtemj@students.wwu.edu | Approve |
| Library Assistant 1 | 1/11/2012 5:49:12 PM | Jenet Amine Habtemariam | Not Found | N/A | habtemj@students.wwu.edu | Approve |
| Library Assistant 1 | 1/11/2012 5:49:36 PM | Jenet Amine Habtemariam | Not Found | N/A | habtemj@students.wwu.edu | Approve |
| Academic Support Coordinator | 1/25/2012 2:30:32 PM | Fabiola Mora | Student Outreach Services | X7254 | Fabiola.Mora@wwu.edu | Approve |

This form was last sent to ASVP.Diversity@wwu.edu

ESC Steering Committee Funding Request Itemized Budget

****Please attach to your Funding Request form****

Event: ACC Culture Night

Date: Feb 25th 2012

Location MPR

| Estimated Expenses | |
|---------------------------|-----------------|
| Performers: | |
| Guest speaker/ Groups | \$ 1,400.00 |
| 3 | \$ - |
| 4 | \$ - |
| 5 | \$ - |
| 6 | \$ - |
| VU Event Services | 520.00 |
| Publicity/Advertising | \$ 200.00 |
| Food | 6,000.00 |
| Lodging | \$ - |
| Transportation | \$ - |
| Equipment Rental | \$ - |
| Parking | 100.00 |
| Supplies | 500.00 |
| Total Costs | 8,720.00 |

| Co-Sponsorship Revenue | |
|-------------------------------|--------------------|
| Sponsor 1 MSA - TBD | |
| Sponsor 2 Willy Hart | \$ 1,500.00 |
| Sponsor 3 Diversity | \$ 2,000.00 |
| Sponsor 4 RHA - TV | \$ 1,500.00 |
| Sponsor 5 Steering | \$ 4,000.00 |
| Sponsor 6 | \$ - |
| Sponsor 7 | \$ - |
| Sponsor 8 | \$ - |
| Sponsor 9 | \$ - |
| Sponsor 10 | \$ - |
| Total | \$ 9,000.00 |

| Estimated Revenue CHigh | | Estimated Revenue (Low) | |
|--------------------------------|--------------------|---------------------------------|--------------------|
| 100 tickets @ \$ 13.00 | \$ 1,300.00 | 80 tickets @ \$ 13.00 | \$ 1,040.00 |
| 188 tickets @ \$ 17.00 | \$ 3,196.00 | 130 tickets @ \$ 17.00 | \$ 2,210.00 |
| Gross Ticket Revenue | \$ 4,496.00 | Gross Ticket Revenue | \$ 3,250.00 |
| Less 5% tax | \$ 214.10 | Less 5% tax | \$ 154.76 |
| Less Box Office Fees (10%) | \$ 449.60 | Less Box Office Fees (10%) | \$ 449.60 |
| Estimated Net Revenue | \$ 3,832.30 | Estimated Net Revenue | \$ 2,645.64 |

| | | |
|-------------------------------------|-------------|-------------|
| Co-Sponsorship Revenue | \$ 9,000.00 | \$ 9,000.00 |
| Estimated Gain/Loss On Event | \$ 4,112.30 | \$ 2,925.64 |

