

DASG Budget Request 2022-2023

For DASG Operational Accounts Only

Budget Request due to the Office of College Life by 4:00 pm Monday, November 1, 2021
Applications and attachments must be typed and submitted via email to Dennis Shannakian at
ShannakianDennis@fhda.edu.

Please also copy the Administrator on the email.

Applications must be submitted as Word documents or searchable text PDFs (not scans; signatures are not required)

The Subject must be in the following format: "DASG Budget Request - DASG Account/Program Name - DASG Account Number"

For Example: "DASG Budget Request - DASG Budget Committee - 41-51140"

Everything submitted will be publicly available online.

Delete the Object Codes and lines within Object Codes you do not need.

1. Program (Account) Name: DASG Environmental Sustainability (ES) Committee
2. Is this a new DASG account? Yes No DASG Account Number: 41-51173
3. Amount requested for 2021-2022 \$ 1,500
4. Total amount allocated for 2021-2022 \$ 1,500
5. How long has this program existed? 52 years
6. Number of students directly served in this program: 4 Students
Please ACCURATELY and THOROUGHLY complete numbers 7 – 10 and use additional sheets if necessary.
7. List ALL non-DASG accounts and/or sources of income (list ALL **Account Numbers**, **Account Names**, **Account Balances**, and **Account Purposes/Restrictions**) also list ALL Co-Sponsorships for the Program; include anticipated future sources and co-sponsorships. Accounts and amounts will be verified.
Failure to disclose ANY and ALL non-DASG Funding Sources will result in the immediate disqualification of your request and/or the freezing of your DASG Account if already approved.
B Budget Accounts: None
Trust Accounts: None
Fund 15 Accounts: None
FHDA Foundation Accounts: None
Grant Funded Accounts: None
Other District Accounts: None
Off-Campus/Off-District Accounts: None
On-Campus Co-Sponsorships: None
Off-Campus Co-Sponsorships: None
8. Give a brief description of the program/services to be provided and how they fulfill the mission of the college. How will these funds benefit present and future students? The Environmental Sustainability (ES) Committee strives to raise awareness regarding sustainability through promoting or organizing projects and programs. We also ensure that the De Anza Student government operates in an environmentally sustainable manner. Hence, we work to conserve and preserve the De Anza College environment and community well-being within the boundaries of social justice and environmental sustainability. Through our programs and projects we hope to create more opportunities for students where they can get involved, get connected to the community and directly involved with the committee, while upholding the committee's mission statement.
9. How have you been meeting or how do you plan to meet the budget stipulation of requiring that all students benefiting from DASG funds allocated to you have paid the \$10 DA Student Body Fee and are DASG Members (DASG Budget Stipulation # 1)? The Committee will continue to raise awareness on the importance of such funds and how it will be put to use for the benefit of the student body.

10. What would be the impact if DASG did not completely fund this request? _____
If DASG did not completely fund this request, many projects and programs that the committee hopes to establish or create will not be fulfilled, which will also take away possible opportunities for the student body. The ES committee will host in-person events/projects/programs which will all need sufficient funds to proceed with such activities.

11. Total amount being requested for 2022-2023 (from page 3) \$2,000

Delete the Object Codes and lines within Object Codes you do not need.

Supplies (4010)

(Non-capital, general office supplies or as specified)

Item	Intended Use	Cost
1. <u>Event/Program/Project Supplies</u>	<u>Supplies will be used for activities during events.etc</u>	<u>\$500</u>
TOTAL:		<u>\$500</u>

Promotional Items (4013)

(banners, imprinted marketing items and clothing)

Item	Intended Use	Cost
1. <u>All promotional items</u>	<u>Promoting ES Committee events</u>	<u>\$1,000</u>
TOTAL:		<u>\$1,000</u>

Food/Refreshments (4015)

(Must adhere to district Administrative Procedure 6331,

<http://www.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=AKVUKX7C7F98>)

Item	Intended Use	Cost
1. <u>Food and Refreshments</u>	<u>Food/Refreshment provided for in-person events</u>	<u>\$500</u>
TOTAL:		<u>\$500</u>

Total amount requested (also complete line 11 at bottom of first page) \$ 2,000

Delete the Object Codes and lines within Object Codes you do not need.

Signatures are not Required for this Application

Signatures are not required for this application; however, the Administrator should still review and approve the application and should be copied on the email submitting the application. **The Budgeter and Administrator cannot be the same person.** Applications must be typed and submitted via email along with any attachments; applications must be submitted as Word documents or searchable text PDFs (not scans).

Signatures that are Required for Utilizing Funds

All future financial documents, forms, requests, requisitions require the signature of the budgeter(s) and the administrator responsible for the program of the account. The budgeter and administrator responsible for the program of the account shall sign designating this is an appropriate expenditure of DASG funds and in the best interest of the student body. Administrators are responsible for any expenditures exceeding budget allocations. **The Budgeter and Administrator cannot be the same person.**

Budgeter and Administrator Information

Budgeter’s Name: Afizah Ghazali

Phone Number: (978)8936900

Email: dasges@fhda.edu | nurafizahfadhilah@gmail.com

Relationship to Project: Chair of Environmental Sustainability Committee

Position on Campus: Chair of Environmental Sustainability Committee

Administrator’s Name: Michele LeBleu-Burns

Phone Number: 408-864-8218

Email: lebleuburnsmichele@fhda.edu

Relationship to Project: Administrator

Position on Campus: Dean of Student Development