

STUDENT GOVERNMENT ASSOCIATION
BUDGET REQUEST FORM

FOR FINANCIAL MANAGER USE
REQUESTED: \$ 3,660.25
ALLOCATED: \$ 2,184.56
APPROVED: YES or NO

Please type all proposals and submit to the SGA Office, Perkins Game Room 009E.

Organization requesting funds: Society of Women Engineers (SWE)

Date funds are requested for: Spring Year: 2018

*Emailed allocation
11/4/2017*

Contact person name: Kaitlyn Carroll

PSU Email: kec247@psu.edu

Phone: 215-962-0379

Club Advisor name: Dr. Marietta Scanlon

PSU Email: mrs35@psu.edu

Phone: 610-396-6126

Date budget submitted: 10/30/17

4:13 p
1102 08 130
OCT 30 2017

X *Stephanie Bues*
Club President Signed Name

X *Marta R S*
Advisor Signed Name

STEPS FOR BUDGET REQUEST

1. On the next page, copy and paste a table for each program your club is hosting or attending. An itemization table for each of the items needed is under the program table. Please add additional rows to the item table for events requiring multiple items. Note** gas is calculated at 53.5 cents per mile.
2. Explain the nature of the program/activity? How will students and/or the campus as a whole benefit by the funding of this proposal? How will the program/activity be advertised to all students? Who is the targeted audience? Please be as specific as possible.
3. Provide an invoice whenever possible in order to justify costs. For example, if your club needs a bus, provide an invoice from the bus company to support the request.

Financial Manager Notes:

*The items that I could find on the Tully's website
I included as in the budget.*

**STUDENT GOVERNMENT ASSOCIATION
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Program Name:	SWE Local Conference	Program Description: Funds will be used to register all participating students for the SWE local conference in Providence, Rhode Island and providing students with transportation to and from Conference. The Conference will be used to provide the students with practice their networking abilities and speaking with engineers in industry.
Program Location:	Providence, Rhode Island	
Anticipated Number of Attendees:	4	
Total Funds Requested for Program:	\$928.66 \$ 829.66	
Is this program open to the campus?	Yes	

*\$75 registration
\$50 lodging*

Please list the materials, prices, and item location for the requested event amount below:

Item Name	Unit Price	Quantity	Item Total	Location
<input checked="" type="checkbox"/> Conference	\$134.75	4	\$539.00	Rhode Island Convention Center
<input checked="" type="checkbox"/> Registration with Hotel	\$125.00		\$500.00	
<input checked="" type="checkbox"/> Parking	\$20.00	1	\$20.00	Omni Providence
<input checked="" type="checkbox"/> Penn State Berks 15 Passenger Van Rental - Gas Reimbursement	\$0.53/mile	622	\$329.66	N/A

\$125 per person

No documentation

meal plan \$100

Program Name:	Air and Space Museum Trip	Program Description: The SWE club is collaborating with ASME club to go on a trip down to the Smithsonian Air and Space Museum in Chantilly, VA.
Program Location:	Chantilly, VA	
Anticipated Number of Attendees:	38	
Total Funds Requested for Program:	\$850.00 \$0.00	
Is this program open to the campus?	Yes	

No bus documentation provided on either club budget

Please list the materials, prices, and item location for the requested event amount below:

Item Name	Unit Price	Quantity	Item Total	Location
<input checked="" type="checkbox"/> Beiber Bus Charter	\$1,700.00	1	\$1,700.00	Chantilly, VA

Program Name:	Bingo Outreach	Program Description: Funds provided will go towards a social event giving SWE members and other volunteering college students a chance to get involved with local elementary and middle school students in a fun environment. As well as offer an opportunity to provide local students with positive role models also giving the parents a chance to meet their children's role models.
Program Location:	PSU Berks	
Anticipated Number of Attendees:	90	
Total Funds Requested for Program:	\$450.00 \$358.00	
Is this program open to the campus?	Yes	

Please list the materials, prices, and item location for the requested event amount below:

Item Name	Unit Price	Quantity	Item Total	Location
<input checked="" type="checkbox"/> Cheese Pizza	\$11.00	19	\$209.00	Tully's
<input checked="" type="checkbox"/> Cookie Platter	\$6.00	4	\$24.00	Tully's
<input checked="" type="checkbox"/> Brownie Platter	\$10.00	2	\$20.00	Tully's
<input checked="" type="checkbox"/> Water	\$5.00	6	\$30.00	Tully's

**STUDENT GOVERNMENT ASSOCIATION
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No document for these items

<input checked="" type="checkbox"/> Bulk Lemonade or Iced Tea	\$1.25	60	\$75.00	Tully's
<input checked="" type="checkbox"/> Plates - 6"	\$0.95	10	\$9.50	Tully's
<input checked="" type="checkbox"/> Plates - 9.5"	\$1.50	10	\$15.00	Tully's
<input checked="" type="checkbox"/> Napkins	\$0.25	10	\$2.50	Tully's
<input checked="" type="checkbox"/> Cold Beverage Cups	\$1.50	10	\$15.00	Tully's
<input checked="" type="checkbox"/> Prizes	\$50.00	1	\$50.00	Tully's

Would need an itemized breakdown

Program Name:	Project Showcase	Program Description: Funds provided will go towards an event inviting local elementary and middle school parents an opportunity to interact with SWE members and other volunteering college students as they showcase the results of a yearlong STEM outreach project.
Program Location:	PSU Berks	
Anticipated Number of Attendees:	60	
Total Funds Requested for Program:	\$599.00 \$461.50	
Is this program open to the campus?	Yes	

Please list the materials, prices, and item location for the requested event amount below:

Item Name	Unit Price	Quantity	Item Total	Location
<input checked="" type="checkbox"/> Veggie Tray with Dip	\$50.00	2	\$100.00	Tully's
<input checked="" type="checkbox"/> Hoagie Platter	\$40.00	4	\$160.00	Tully's
<input checked="" type="checkbox"/> Cookie Platter	\$6.00	4	\$24.00	Tully's
<input checked="" type="checkbox"/> Brownie Platter	\$10.00	3	\$30.00	Tully's
<input checked="" type="checkbox"/> Water	\$5.00	7	\$35.00	Tully's
<input checked="" type="checkbox"/> Bulk Lemonade or Iced Tea	\$1.25	90	\$112.50	Tully's
<input checked="" type="checkbox"/> Coffee-to-go with sugar and creamer	\$15.00	5	\$75.00	Tully's
<input checked="" type="checkbox"/> Plates - 6"	\$0.95	10	\$9.50	Tully's
<input checked="" type="checkbox"/> Plates - 9.5"	\$1.50	10	\$15.00	Tully's
<input checked="" type="checkbox"/> Napkins	\$0.25	10	\$2.50	Tully's
<input checked="" type="checkbox"/> Cold Beverage Cups	\$1.50	10	\$15.00	Tully's
<input checked="" type="checkbox"/> Coffee Cups	\$1.00	8	\$8.00	Tully's
<input checked="" type="checkbox"/> Mayonnaise packs	\$1.50	5	\$7.50	Tully's
<input checked="" type="checkbox"/> Yellow Mustard packs	\$1.00	5	\$5.00	Tully's

No document -ation

Program Name:	Field Visit	Program Description: Have students visit with engineers in the field and tour plant. Visit will promote the mission of the club and provide anyone on campus with an overview of engineering.
Program Location:	Reading, PA	
Anticipated Number of Attendees:	12	
Total Funds Requested for Program:	\$5.41 \$5.41	
Is this program open to the campus?	Yes	

Please list the materials, prices, and item location for the requested event amount below:

Item Name	Unit Price	Quantity	Item Total	Location
<input checked="" type="checkbox"/> Penn State Berks 15 Passenger Van Rental - Gas Reimbursement	\$0.53	10.2	\$5.41	N/A

**STUDENT GOVERNMENT ASSOCIATION
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Program Name:	AIAA Competition Workshop I	Program Description: Students from SWE and ASME will learn about unmanned aircrafts from a student speaker.
Program Location:	Penn State Berks	
Anticipated Number of Attendees:	30	
Total Funds Requested for Program:	\$133.60 \$125.00	
Is this program open to the campus?	Yes	

Please list the materials, prices, and item location for the requested event amount below:

Item Name	Unit Price	Quantity	Item Total	Location
✓ Hoagie Platter	\$40.00	2	\$80.00	Tully's
✓ Cookie Platter	\$6.00	2	\$12.00	Tully's
✓ Brownie Platter	\$10.00	1	\$10.00	Tully's
✓ Water	\$5.00	3	\$15.00	Tully's
✓ Soda	\$4.00	2	\$8.00	Tully's
X Plates - 6"	\$0.95	3	\$2.85	Tully's
X Plates - 9.5"	\$1.50	3	\$4.50	Tully's
X Napkins	\$0.25	5	\$1.25	Tully's

No documentation

Program Name:	AIAA Competition Workshop II	Program Description: Students from SWE and ASME will get hands on flight experience with an unmanned aircraft.
Program Location:	Penn State Berk s	
Anticipated Number of Attendees:	30	
Total Funds Requested for Program:	\$693.58 \$404.99	
Is this program open to the campus?	Yes	

Please list the materials, prices, and item location for the requested event amount below:

Item Name	Unit Price	Quantity	Item Total	Location
✓ Aircraft	\$279.99	1 1	\$279.98 \$279.99	Amain Hobies
✓ Hoagie Platter	\$40.00	2	\$80.00	Tully's
✓ Cookie Platter	\$6.00	2	\$12.00	Tully's
✓ Brownie Platter	\$10.00	1	\$10.00	Tully's
✓ Water	\$5.00	3	\$15.00	Tully's
✓ Soda	\$4.00	2	\$8.00	Tully's
X Plates - 6"	\$0.95	3	\$2.85	Tully's
X Plates - 9.5"	\$1.50	3	\$4.50	Tully's
X Napkins	\$0.25	5	\$1.25	Tully's

Due to limited SGA money, we can only fund one aircraft



No documentation



2018 REGISTRATION PRICES

Conference Locations: Providence and Milwaukee

Expected Attendee Count: Up to 750 Attendees

PREMIER REGISTRATION

A WE Local Premier Registration includes admission to the two-day career fair, two Keynote presentations, 30+ breakout sessions, two plenary panels and meals (Friday: breakfast, lunch and appetizers; Saturday: breakfast and lunch).

Professional	SWE Member	Non-Member*
Early Registration (closes four weeks before conference)	\$200	\$250
Regular Registration (closes two weeks before conference)	\$225	\$275
Collegiate (Undergraduate and Graduate)		
Early Registration (closes four weeks before conference)	\$85	\$105
Regular Registration (closes two weeks before conference)	\$95	\$115
Retired or Unemployed*		
Regular Registration (closes two weeks before conference)	\$120	\$120

CAREER FAIR REGISTRATION

A WE Local Career Fair Registration is limited to admission into the two-day career fair only.

Career Fair	SWE Member	Non-Member
Professional**	\$60	\$75
Collegiate (Undergraduate and Graduate)	\$30	\$40

SPECIAL TICKET: WE ACHIEVE AWARDS CEREMONY

Admission to the WE Achieve Awards Ceremony includes a Keynote presentation and sit-down plated dinner.

Special Ticket: WE Achieve Awards Ceremony	SWE Member/Non-Member
All Attendees (closes two weeks before conference)	\$25

*Are you interested in becoming a SWE member? At the time of registration, select the "Non-Member" rate. You will be asked, "Would you like to become a SWE member?" You will have the option to 1) reinstate/renew a prior SWE membership (former ID needed) or 2) join as a new member. The two membership options are:

- i. **Professional Membership:** Both options waive the SWE application fee (\$25 value) and will be an additional \$100.
- ii. **Unemployed/Retired:** Both options will waive the SWE application fee (\$25 value) and be an additional \$50.

Note: SWE Memberships are set to a fiscal year meaning your membership will begin the day you purchase and expire on 6/30/18.

** Unemployed and/or retired attendees fall under Professional pricing.

Conference Venue Information

WE Local Providence will host the 2018 conference at:

Rhode Island Convention Center

1 Sabin St
Providence, RI 02903

Hotel Information

WE Local has reserved a block of discounted rooms at

Omni Providence

1 West Exchange St
Providence, RI 02903

This landmark hotel in Providence is connected to the Rhode Island Convention Center, Dunkin' Donuts Center and the new Providence Place Mall. With this premier Downtown Providence hotel location, guests will find themselves within walking distance of the city's main college campuses, historic attractions, gourmet restaurants, upscale shopping, entertainment and more. Rich with the history and style, Providence was recently named No. 3 in America's Most Charming Cities by *Travel + Leisure*.

Room Rates and Dates Available

The room block includes the following dates for check-in on Thursday, April 19, 2018 through check-out on Sunday, April 21, 2018. The standard room rate for a single or double occupancy is \$199/night. The rate does not include sales and/or occupancy tax, currently at 13%.

Reserve Your Room

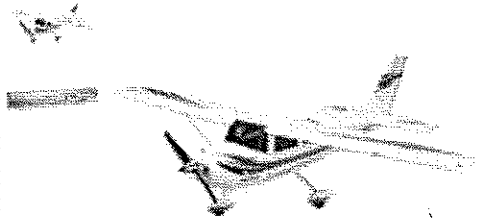
Unlike 2017, all hotel reservations will/can be made directly through the hotel. Reservations can be made in one of the following methods:

- Online: Coming soon!
- Calling the Hotel at:
 - (401) 598-8000

Reference "Society of Women Engineers" or "WE Local Providence" to receive the preferred rate. **Reservations must be made March 17, 2018.**

Flyzone Select Scale Cessna 182 Skylane RTF Brushless Airplane

w/2.4GHz Transmitter



SDA Stock Assistant

Part#
FL244000

Flyzone

SDA Stock Assistant



Low Price: **\$279.99**

Transmitter included with 2.4GHz

Quantity: 1

Add to Cart

Add to Wish List

In Stock (limited)

FREE Shipping Eligible!

This item is eligible for Super Saver Shipping (up to \$200)
This item earns up to 300 eSP Reward Points (up to 2019)