

STUDENT GOVERNMENT BUDGET COMMITTEE
SEMESTER ALLOCATION REQUEST FORM

Requested: \$2,229.38
Allocated: \$1944.38
Approved: yes or no

Organization requesting funds: Student Accounting Association (SAA)

Contact person name: Kyle Shuman *Emailed allocation 11/4/2017*

PSU Email: hes5825@psu.edu Phone: (570) 449-7039

Club Advisor name: Nike Simon

PSU Email: MJS71 Phone: 318 572 0343

Date budget submitted: 10/30/17

X Kyle Shuman
Club President Signed Name

X Nike Simon
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 55 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.

4:08 pm
10/30/17

RECEIVED
OCT 30 2017

**STUDENT GOVERNMENT BUDGET COMMITTEE
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Please add more tables or rows as needed.

✓ Program Name:	Guest Speaker	Program Description: Educational seminars by guest speakers who work in the field of accounting provide students with valuable information about career opportunities.
✓ Program Location:	Penn State Berks	
✓ Anticipated Number of Attendees:	30	
✓ Total Funds Requested For Program:	\$210	
✓ Is This Program Open To The Campus?	Yes	
✓ Amount of Funding from Other Sources:	\$0	

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

Item Name	Unit Price	Quantity	Item Total	Location
✓ Sub Tray	\$40	3	\$120	Food Services
✓ Bulk Ice Tea	\$1.25	30	\$37.50	Food Services
✓ Chips w/ Dip	\$1.75	30	\$52.50	Food Services

✓ Program Name:	Featured Guest Speaker for the Semester	Program Description: Educational seminars by guest speakers who work in the field of accounting provide students with valuable information about career opportunities. This will be our most formal guest speaker of the semester.
✓ Program Location:	Penn State Berks	
✓ Anticipated Number of Attendees:	30	
✓ Total Funds Requested For Program:	\$369	
✓ Is This Program Open To The Campus?	Yes	
✓ Amount Of Funding From Other Sources:	\$0	

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

Item Name	Unit Price	Quantity	Item Total	Location
✓ White Chicken Lasagna	\$6.50	30	\$195	Food Services
✓ Mixed Vegetables	\$1.55	30	\$46.50	Food Services
✓ Garlic Bread	\$1.50	30	\$45	Food Services
✓ Bite Size Cup Cakes	\$9	5	\$45	Food Services
✓ Bulk Ice Tea	\$1.25	30	\$37.50	Food Services

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✓ Program Name:	Guest Speaker	Program Description: Educational seminars by guest speakers who work in the field of accounting provide students with valuable information about career opportunities.
✓ Program Location:	Penn State Berks	
✓ Anticipated Number of Attendees:	30	
✓ Total Funds Requested for Program:	\$330	
✓ Is this program opening to the campus?	Yes	
✓ Amount of Funding from Other Sources:	\$0	

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

Item Name	Unit Price	Quantity	Item Total	Location
✓ Wrap Buffet	\$11.00	30	\$330	Food Services

Program Name:	PICPA Function	Program Description: Funds will be used to provide chartered transportation to the PICPA held event for all club members during the semester. Penn State Berks is in coordination with the PICPA through the PICPA student ambassador, Kyle Shuman.
Program Location:	TBD	
Anticipated Number of Attendees:	30	
✓ Total Funds Requested for Program:	\$995 \$ 910.00	
✓ Is this program open to the campus?	Yes	
Amount of Funding from Other Sources:	Personal Fundraising Account: \$85 as well as additional fundraising done during the semester	$\$995 - \$85 = \$910.00$

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

Item Name	Unit Price	Quantity	Item Total	Location
Bieber Charter Bus	\$995	1	\$995	TBD

**STUDENT GOVERNMENT BUDGET COMMITTEE
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Program Name:	Gifts for Guest Speakers	Program Description: Funds will be used to provide a Penn State themed gift to each guest speaker who volunteers their time to come and speak to us (we do not pay our guest speakers).
Program Location:	Penn State Berks	
Anticipated Number of Attendees:	1-4 (Depending on the # of guest speakers)	
Total Funds Requested for Program:	\$200 (\$50 per speaker) <u>\$0.00</u>	
Is this program open to the campus?	Yes	
Amount of Funding from Other Sources:		

Item Name	Unit Price	Quantity	Item Total	Location
Guest Speaker Gifts	\$50	4	\$200	Bookstore

I would need an itemized list

Program Name:	Think Tank Event	Program Description: The think tank is a large collaborative event where we can come together to discuss problems and solutions to current events. The clubs hosting the event are: College Republicans, Chamber Choir, Student Veterans, Student Accounting Association, Biochemistry, and World Affairs Club. <u>Collaboration</u>
Program Location:	Penn State Berks	
Anticipated Number of Attendees:	45	
Total Funds Requested for Program:	<u>\$125.38</u> per club (\$752.25 total)	
Is this program open to the campus?	Yes	
Amount of Funding from Other Sources:		

Item Name	Unit Price	Quantity	Item Total	Location
Student Gift	\$20	5	\$100	Valued Gift
Deli Sandwich Buffet	\$11	45	\$495	Food Services
Fruit w/dip	\$3.05	45	\$137.25	Food Services
Maintenance	\$10	2	\$20	Food Services

NOTICE: All of our food services prices were found here: <https://berkscampusliving.psu.edu/catering-menus>

https://webmail.psu.edu/webmail/main.cgi?timestamp=1509055297860



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of 5972

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ANGELA MARIE CUVA <amc5300@psu.edu>

KYLE SHUMAN <kes5825@psu.edu>

Re: Chartered Bus Cost Info

Fri, Oct 20, 2017 10:03 AM

On [Turn Off] [What is "Safe View"?](#)

s on the delayed response. We had to look up last years invoice to use as a guide. We spent \$995.00 last year to go to Flyers. I would strongly i
:h is the bus co. we used) and get yourself a quote. You just never know!

uva, M.S.

Hers

rector, Student Affairs

ampus Life | Penn State Berks

tudent Center | 610.396.6367

su.edu

v.berks.psu.edu

E SHUMAN" <kes5825@psu.edu>

A MARIE CUVA" <amc5300@psu.edu>

ay, October 17, 2017 9:48:55 PM

search



