## **DASG Budget Request 2023-2024**

## For DASG Operational Accounts Only (DASG Senate and Related Accounts Only)

Budget Request due to the Office of College Life by 4:00 pm Monday, November 7, 2022 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 2022-2023 \$ 2000				
4.	Total amount allocated for 2022-2023 \$2000				
5.	How long has this program existed? 53 years				
6.	Number of students directly served in this program: 50+				
	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 <u>ANY</u> and <u>ALL</u> 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:				
	Trust Accounts:				
	Fund 15 Accounts:				
	FHDA Foundation Accounts:				
	Grant Funded Accounts:				
	Off Compute / Off District Accounts:				
	Off-Campus/Off-District Accounts:				
	On-Campus Co-Sponsorships: Off-Campus Co-Sponsorships:				
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? DASG_ES_Committee is the foremost				
	student led advocacy group promoting a greener campus and reducing carbon footprint of De Anza College.				
	It also oversees the bike program which is one of the most important environmentally sustainable service				
	provided to students by DASG. The EcoFund is also a long-standing project where students with innovative				
	ideas to promote sustainability on campus can receive DASG funding for their project. The ES Committee				
	oversees projects that make a real change on campus, improve student experience and provide beneficial				
	services.				
	oct viocs:				
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? Not completing this request outs into question DASG's commitment to environmental sustainability. It also might jeopardize future student led green initiatives and projects and current programs such as the Bike Program and Ecofund.				
11.	Total amount being requested for 2023-202	24 (from page 4)	\$ 3000		
		plies (4010)	:£:!\		
	(Non-capital, general of	office supplies or as spo Intende	•	Cost	
1.	Event/Program/Project Supplies Supplie				
1.	Eventy Frogramy Froject Supplies Supplies	.s will be asea for activ	TOTAL:	\$ <u>1000</u>	
	Promotio	nal Items (4013)			
		marketing items and clo	othing)		
	Item	Intende		Cost	
1.	banners/clothing/other marketing items	Promoting ES Com	nmittee events/p	programs \$1000	
			TOTAL:	\$ <u>1000</u>	
	-	eshments (4015)			
	(Must adhere to district			•	
	http://www.boarddocs.com/ca/fhda			<u> </u>	
	ltem	Intende		Cost	
1.	Food and Refreshments Foo	od/Refreshment provid			
			TOTAL:	\$ <u>500</u>	
	Prin	ting (4060)			
	(Flyers, posters	, programs, forms, etc.	)		
	Item	Intende	d Use	Cost	
1.	Flyers/posters	Promoting ES prog	rams/committee	e \$500	
			TOTAL:	\$ <u>500</u>	
Tot	al amount requested (also complete line 11	at bottom of first pag	e) \$	3000	
	Delete the Object Codes and line	es within Object Codes	you do not nee	ed.	
	-	-	-		
_	natures are not Required for this Application				
_	natures are not required for this application;				
app	prove the application and should be copied o	n the email submitting	the application.	The Budgeter	

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: Zain Mustafa
Phone Number: 669-388-0787
Email: dasges@fhda.edu

Relationship to Project: Chair of Environmental Sustainability
Position on Campus: Chair of Environmental Sustainability

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

Approved by DASG Chair of Finance

(Produced by the Office of College Life - 8/23/2022)