



De Anza Associated Student Body Finance Committee Budget Bulletin For Athletics Only

Sharon Su, DASB Vice President of Budget and Finance
October 5, 2009

★ Keep this sheet for your reference. Do not copy/turn in with your application. ★

The purpose of this bulletin is to inform you that the DASB is accepting requests for the 2010-2011 fiscal year. An application is attached. This bulletin provides information for applying for this funding opportunity. If you have any questions, please call Sharon Su, DASB Vice President of Budget and Finance, at 408-864-8695, John Cognetta, DASB Faculty Advisor, at 408-864-8239, or Dennis Shannakian, College Life Administrative Assistant, at 408-864-8757.

DASB 2010-2011 ANNUAL BUDGET FUNDING REQUESTS

Welcome to Fall Quarter 2009

In the tradition of "Students Working for Students", the De Anza Associated Student Body is beginning our annual budget process for the 2010-2011 academic year. We encourage Faculty, Staff and individual students to request funds for programs and projects that will benefit the general student body. The DASB has proudly supported numerous activities that lend in making De Anza College the best in California. Please read below for some changes that will be occurring for this funding cycle.

DASB funds are not intended to fund your entire program. Please be reasonable in your request. Please ensure that you are accurate with the number of traveling players and off campus games for each team. The DASB will use this information to determine the funding level for Athletics in order to ensure equitable funding throughout the Athletics accounts and to adhere to Title IX Regulations. The DASB will use a per-player equation for Athletics (i.e. \$50 per player; example only, amount may be more or less).

NOTE: Teams will be allocated a total sum only for away games and contests travel in California. Teams may use some of this funding for games and contests out of California by requesting a waiver from the DASB Budget and Finance Committee during the fiscal year of the budget.

- Any Request that is not fully completed will not be accepted.
- Any Request that is not in by the due date runs the risk of being rejected.

Signatures that are needed for requesting funds

All 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 DASB funds and in the best interest of the student body. Administrators are responsible for any expenditures exceeding budget allocations.

Budget Information Meetings

For questions regarding funding possibilities, procedures, requirements, etc. please go to a DASB Budget and Finance Committee Meeting, Mondays at 3:30 PM in the Santa Cruz Room (October 5, 12, 19 or 26).

2010-2011 DASB BUDGET CALENDAR

Monday, November 2, 2009

Budget Requests due to the Office of College Life by 4 PM
Fourteen (14) copies (ONLY) total are required (keep the original for yourself)

By Friday, February 26, 2010

Proposed 2010-2011 DASB budget posted on the DASB bulletin board located on lower level of the Campus Center and online at www.deanza.edu/dasb/budget
Those requesting funds should review this draft.

By Wednesday, March 3, 2010

Final proposed draft presented to DASB Senate

Monday, May 3, 2010

DASB approved Budget presented to Board of Trustees for their approval.

Approved by DASB VP of Budget and Finance

Produced by College Life/das - 10/2/2009

DASB Budget Request 2010-2011

For Athletics Use Only

Submit 14 copies (ONLY) total to the Office of College Life by Monday, November 2, 2009, 4:00 PM.

This form should be in front with any attachments stapled after it.

1. Program (Account) Name: _____
2. Is this a new DASB account? Yes No DASB Account Number: _____
3. Amount requested for 2009-2010 \$ _____
4. Total amount allocated for 2009-2010 \$ _____
5. How long has this program existed? _____
6. *Number of traveling players: _____ *Number of off-campus games: _____

Please ACCURATELY and THOROUGHLY complete numbers 7 – 10 and use additional sheets if necessary.

7. List ALL other accounts and/or sources of income (list ALL Account Numbers, Account Names, and Account Balances) 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-DASB Funding Sources will result in the immediate disqualification of your request and/or the freezing of your DASB Account if already approved.

B Budget Accounts: _____

Trust Accounts: _____

Fund 15 Accounts: _____

FHDA Foundation Accounts: _____

Grant Funded Accounts: _____

Other 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. How will these funds benefit present and future students? _____

9. What would be the consequences if DASB didn't fund or completely fund this request? _____

10. How have you been meeting or how do you plan to meet the budget stipulation of requiring that all students benefiting from DASB funds allocated to you have paid the \$6 DA Student Body Fee and are DASB Members (DASB Budget Stipulation # 1)? _____

11. Total amount being requested for 2010-2011 (from page 2) \$ _____

*Please ensure that you are accurate with the number of traveling players and off campus games for each team. The DASB will use this information to determine the funding level for Athletics in order to ensure equitable funding throughout the Athletics accounts and to adhere to Title IX Regulations. The DASB will use a per-player and number of off-campus games equation for Athletics (i.e. \$50 per player; example only, amount may be more or less).

