

SGA Operating Budget 2017-2018

Total \$15,710

- **Orientation Budget- \$1150**
 - Shirts with the SGA logo \$1000
 - Flyers \$150
- **SGA Swag \$3785**
 - Double Sided Stadium Cups \$290
 - Quantity 300 \$0.96 Each
 - Pens \$97.50
 - Qty 250 \$.37 each
 - Sunglasses \$262.50
 - Qty 350 \$.75 each
 - Student Discount Cards \$2985
 - Qty 1500 \$1.99 each
 - Chapstick \$150
 - 300 at \$.50 each
- **SGA Task Forces \$4500**
 - Diversity Task Force
 - Health & Wellness Task Force
 - Green Campus Task Force
 - Community Life Task Force
 - Catholic Values and Initiatives Task Force
- **President's Discretionary Fund \$1500**
- **Marketing Fund \$1420**
 - Banners \$500
 - Flyers \$150
 - Quarter Sheets \$50
 - Snap Chat Geo-Filters \$150
 - Hootsuite- \$10 per month/\$120
 - SGA Website \$450
- **Office Supplies and Expenses \$800**
 - Pens \$50
 - Tape \$50
 - Envelopes \$50
 - Postage \$20
 - Printer Paper \$50
 - Printer Toner \$275
 - Picture Frames \$65
 - Binders \$7 (10)
 - Wall Calendar \$20
 - Staples \$20
 - Application development for phone compatible website \$150
- **Event Expenses \$805**

- Senate Elections (September)
 - Banner \$100
 - I voted stickers \$30
- SGA Welcome Reception/Presidential Town Hall Fall & Spring
 - Banner/Advertising \$75
 - Food \$600
- **SGA Senate \$1000**
 - Hearing/Town Hall Budget
 - Fall School Town Halls \$400
 - Spring School Town Halls \$400
 - General Supplies \$100
 - Name plates (with removable names) \$100
- **Treasury Board \$750**
 - End of Year Recognition of the Board \$100
 - Board Meetings/Activities/Workshops \$300
 - Student Organization Leader Events \$300
 - Binders/Notebooks \$50

Justification of Expenses

Orientation: As it has been tradition during the last two years, SGA works with Orientation to provide incoming students a t-shirt which proudly features the SGA Logo. This is one of the very best ways to market for SGA and provide first year students with a first hand encounter with student government at CUA. The other element of this is the funding for the flyers that are placed in the Orientation backpacks which provides more information about SGA.

Task Forces: In working to add another Task Force and maintaining the current ones, we are requesting this funding to help these task forces be successful in planning and executing events on campus for the student body to become familiar with different elements of student life as well as particular initiatives that CUA students are interested in and feel compelled by. This amount will allow the task forces to host meaningful and highly attended events that create an important conversation and outlet on our campus. These funds will be split amongst the task forces and used to hold many events, which is why this particular section of the budget is so integral.

Presidential Discretionary Funds: The discretionary fund for the President was created three years ago for multiple important reasons. It acts as an emergency fund—meaning it is used during a situation in which funds must be accessed as soon as possible and it would not be possible to wait five days to go to the Treasury Board. A scenario during this SGA Term that is relevant to the SGA Solidarity Gathering, in which this event was quickly organized in response to a particular situation and these funds were critical. Another reason for the Presidential Fund is so that the Student Government Association will not have to re-ask for money during the school year, this alone is why this particular element of the fund is so important.

Marketing Fund: This newly added section of the budget is perhaps what may be one of the most important elements of the proposed operating budget. A huge part of SGA is working with

other organizations and with that often comes assistance in marketing. Not only does SGA focus on this element of community building within student life, but we are responsible for our own marketing that extends to all members of the university community on all ends of campus. The ability to market properly directly affects the success of SGA and that is where this funding comes in. Included in this section of the proposed budget is the funding for the SGA website. In order for the website to be re-purchased, we must pay a certain fee for the service. The current website has been a huge accomplishment for the 2016-17 SGA and we believe that continuing this website is hugely important.

Office Supplies and Expenses: Office supplies are a part of the budget that can speak for themselves, in order to properly execute the duties of student government we must be properly equipped to do so. The plans to hold office hours increases the needed amount of supplies due to higher office traffic. The continued plans of having an open door policy also promotes more office traffic which will in turn result in the use of more resources. Because SGA maintains a larger space on campus with many members of the organization working in the space, we also require a certain amount of necessary supplies that come with that space.

Event Expenses: This number comes from the previous budget, with the added expense for a fall Presidential Town Hall. It is our high hope that President Garvey will be willing to do a second town hall with SGA and that would require the additional funds to properly advertise and execute the event. Included in this number is the advertising for Senate elections in the fall which is an extremely important marketing element that would be considered specifically for the senate.

Senate Expenses: In addition to holding the Presidential Town Halls, it is our goal to hold a Town Hall for each academic school during the year. This is where the budget request comes from in the Senate section. Each Town Hall would require marketing and light refreshments which is where the \$400 amount for each semester comes in. In addition, there is a need for general Senate supplies including a binder for each senator with their information and the addition of name plates. The name plates would be metal with replaceable name options in the case of a non-returning senator.

Treasury Board: The addition of the Treasury Board expenses comes in the hopes of working with all student organizations at CUA to help them best be prepared to work with Treasury Board and the university. It is our goal to hold multiple events for student organizations where they can better their relationship with Treasury Board and SGA as a whole. It is also the goal of our Treasurer Elect to hold a financial workshop for the members of Treasury Board to help make them the best advocates for the student allocation fund as possible. The end of year recognition element of the funding is to honor the members of Treasury Board in a small way. This body is made up of directors who meet on a weekly basis and play an enormous role in the university community. They are students who interact first hand weekly with the rest of our campus community and deserve to be recognized for their dedication and time. The other part of this aspect of the budget is form similar to the Senate, there are certain necessary materials for the Treasury Board to be a functional body including folders, binders, and notebook.

CUA Express Operating Budget 2017-2018

Total \$15,500

Bus Rental \$7300

Van Rental \$2500

Gas \$1500

Pay Roll \$3600

Marketing \$600

CUA Express Justification

Bus rental: Next year we intend on maintaining the bus services that were offered this year. We will continue to offer bus services to Philadelphia and New York City and provide students with this helpful service.

Van Rental: This number is based off of the amount that was spent on van rentals in the last three years and which was recommended by the directors of CUA Express.

Gas: This number has expanded since last year as the price of gas is privy to fluctuation and is a number that was suggested to be slightly increased by the CUA Express Directors.

Pay Roll: The number is based off of the amount spent on pay roll for the last three years and is a number suggested by the directors of CUA Express.

Marketing: As in any service, a significant amount of marketing goes into providing this service to students and to properly market to the student body the CUA Express Directors suggested we continue this amount in marketing.

Total amount in the SGA Operating Budget approved: _____

Total amount in the CUA Express Operating Budget approved: _____

**Agreed by a vote of _____ yeas to _____ nays on this date: _____ with
_____ abstaining and _____ not present.**

Lauren Werling

Vice President of the Student Government Association