



Appropriation of Funding

Associated Students, Mt. San Antonio College

Request#: 13 Date Received: 2/29/16

Banner person
wendy zhen

Organiz

ation: LAMBDA

Person submitting form: Sun Ezzell

Email address: [REDACTED]

Phone: [REDACTED]

Sponsor: Aneca Nuyda Date: 1-28-16
Sun Ezzell, LAMBDA club advisor
Co-Sponsor: Johnny Martrel Date: 1-28-16
Dianne Rowley, LAMBDA club advisor

Amount Requested: \$1,796.67

Name of person that will process your Banner requisition(s):


Signature (of person listed above): Sun Ezzell Ext. [REDACTED]

NOTE : The person listed MUST have completed Banner Requisition Training; otherwise you will NOT be able to access allocated funds . Also, this person is responsible for obtaining necessary approvals in Banner.

Name of Event: Lambda's Pride Festival

Date of Event: 5/25/2016 **Location :** Walkway between Mountie Café and Freedom Speech Area

(Note: You must complete a separate Use of Facilities Form to request campus facilities through Event Services)

Advisor Name: <u>Sun Ezzell</u>	Extension: [REDACTED]
Advisor Signature : 	Date: 1/28/16
If this is a conference request then provide the name and extension of the advisor attending.	
Name: Type Here	Extension: Type Here

A.S. Senate			
For: <u>0</u>	Against: <u>2</u>	Abstain: <u>0</u>	Date: <u>3/8/16</u>
A.S. Executive Board			
For: _____	Against: _____	Abstain: _____	Date: _____
A.S. President			

Signature _____ **Date:** _____

Please describe the purpose and nature of your event. Be sure to include how Mt. SAC students will benefit:

The Purpose of this event is for Mt. SAC students, staff, and faculty to have a day where they can be proud of being who they are; LAMBDA's Pride Festival is a celebration of diversity on campus. The Festival allows student know that Mt.Sac welcomes the LGBTQ community and is here for them. The Festival shows the students what resources they have access to them not only by Mt.Sac but also from outside resources.

Anticipated number of attendees: 100

Students participating in this activity must have paid their current activity fee.
 NOTE: Student Life no longer gives out "stickers" for the activity fee. Fees must be verified electronically, via the Associated Students website.
 Who will be verifying this information?

Sun Ezzel

Cost breakdown: *(Please be specific and include a separate line item for each expense).*

~~In-N-Out Food Truck~~- \$1,600

Henry the Buttonsmith Rainbow Flag 1.25" 25-Button Set (25)- \$14.99 (x3)

Rainbow Circle Stickers (1 roll)- \$12.00

Gay Pride Rainbow Wristband Bracelets, Fits Most Adults (Pack of 10)- \$14.99 (x4)

Rainbow Tablecover Party Accessory (1 count) (1/Pkg)- \$5.99 (x4)

33 Inch 07mm Round Metallic 6 Color Mardi Gras Beads - 6 Dozen (72 Necklaces)- \$7.99 (x2)

3 Dozen (36) RAINBOW FLAGS - 4" x 6" LGBT - GAY Pride - PARADES Parties - Celebrations - PARTY FAVOR - Decorations- \$9.95 (x4)

FUNDING CONDITIONS:

All groups requesting Associated Students funding are hereby notified that the event advisor (or designee) is responsible for processing all requisitions with approved vendors through the Banner system. Associated Students will NOT provide an expense envelope or petty cash for purchases. Although forms must be signed by the Director of Student Life, you (the requestor) are responsible for ensuring that all necessary forms and/or Banner requisitions are processed within the required timeframe.

This form must be completely filled out (requestor should complete all areas in blue type) and submitted to the A.S. Secretary at least 6 WEEKS prior to the date of the event/activity to be considered for funding. This will allow the Associated Students to review the nature of your request, approve the request, complete the process of allocating funds, and allow appropriate time for the event/activity to be advertised (in accordance with the A.S. Publicity Directive) . NOTE : If the event requires Board of Trustees approval (i.e. payment for speakers, performers, contracts, or out of state travel), clubs must submit the Board item to the Associated Students Secretary by the first of the month PRIOR to the month of travel or event. Other groups must submit board item(s) through their division.

Advisor:

Please initial to indicate that you have read and understood the A.S. "Funding Conditions"

