



# Appropriation of Funding

Associated Students, Mt. San Antonio College

For Office Use Only	
Request #:	<u>22</u>
Date Received:	<u>3-15-17</u>

Organization: Mt. SAC Wildlife Sanctuary  
 Person submitting form: Craig Petersen  
 Email address: [REDACTED]  
 Phone: [REDACTED]

*agent*

Sponsor:	<u>Eric Stubbs</u>	Date:	<u>3-14-17</u>
Co-Sponsor:	<u>Brenda Noarba</u>	Date:	<u>3-14-17</u>

**Amount Requested:** \$6,000

**Name of person that will process your Banner requisition(s):** Donna Lee, Biology Department Lab Tech.

**Signature** (of person listed above): *Donna Lee* Ext. Donna Lee

*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:** Mt. SAC Wildlife Sanctuary Desert Habitat

**Date of Event:** N/A      **Location:** Mt. SAC Wildlife Sanctuary  
(Note: You must complete a separate Use of Facilities Form to request campus facilities through Event Services)

**Advisor Name:** Craig Petersen      **Extension:** [REDACTED]

**Advisor Signature:** *Craig Petersen*      **Date:** 3-14-17

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: Unanimous Against: 0 Abstain: 0      Date: 3/21/17

### A.S. Executive Board

For: 5 Against: 0 Abstain: 0      Date: 3/21/17

### A.S. President

Approve

Veto

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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

This money will go towards funding the initial creation of a new desert habitat in the Mt. SAC Wildlife Sanctuary. 20 large "specimen" boulders will delineate the structural formation of this new ecosystem. The wildlife sanctuary is the outdoor laboratory for the students at Mt. SAC. It has played an essential role in helping students learn about different ecosystems and the species that inhabit them, as well as the effects of various biotic and abiotic factors on the environment.

With the completion of the new sanctuary bridge and the "day-lighting" of the sanctuary stream, the wildlife sanctuary is developing a two-acre desert habitat. This area was a previously an asphalted area. The asphalt has been removed and the area is currently being restored. With this new addition to this outdoor laboratory, biology students will be able to identify and compare various desert species that are not represented on campus today. This adds to the College's effort to add drought tolerant landscaping on our campus.

Not only does the wildlife sanctuary assist with learning biology, but it is also a popular field trip site for local elementary school students. This promotes the conservation of nature at a fundamental learning age for young students and future leaders of the world. The sanctuary also gives tours to many other clubs and associations within the Mt. SAC Community. Included are: Associated Students, Psychology club, DSPS, E.A.G.L.E. and many others. Groups of students are also encouraged to book a tour simply for leisure, allowing them to gain access to the relaxing aura nature in a sea of urbanization.

Many of Mt. SAC's classes tour and use the sanctuary. Examples, besides thousands of biology students are art, math, English, photography, and speech utilize the sanctuary as well. The addition of this new area would therefore be beneficial to the students of Mt. SAC by providing a desert ecosystem, which mimics the two types of desert habitats found in California. It would also add to the plethora of "wow" factors already in the sanctuary, which is especially important in inspiring the next generation of people to conserve nature. It would also add more diversity to the spectrum of landscapes in the sanctuary to enrich the artistic experience of our students.

**Anticipated number of attendees:** 10,000 visitors including both Mt. SAC Students and individuals from the surrounding communities.

**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?**

Type Here

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

CAL BLEND SOILS INC.  
1270 E. Arrow Hwy. #A  
Irwindale, CA 91706

[www.calblendsoils.com](http://www.calblendsoils.com)

626-359-1083

Fax: 626-305-1543

Quote by: Mike McKain

20 Large "Specimen" Granite Boulders @ \$300.00 each which includes tax and delivery to the Wildlife Sanctuary.

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

## INDEPENDENT CONTRACTOR(S):

If your event(s) requires that you pay **speakers or performers for services**, please complete the information below (A.S. does not make "donations" to groups). Any money paid for a service is considered to be an Independent Contractor and must be approved by the Board of Trustees per Board Policy 6340 ("Contracts are not enforceable obligations until the Board of Trustees approves them"). Contracted Services, such as equipment rentals, also require a separate Board item. Please call the A.S. Secretary at ext. 4525 if you believe that you need a contracted service (other than catering).

If you have determined that you will be hiring an Independent Contractor, then please complete the information below for each person to be paid and e-mail the information to the A.S. Secretary ([lhennings@mtsac.edu](mailto:lhennings@mtsac.edu)) at least 6 weeks prior to the event date.

**Approval of Independent Contractors - Must list name(s) of individuals**

PROVIDER	Is this a College employee?	AREA/DEPT.	SERVICE/ ASSIGNMENT	DATE(S)	AMOUNT	FUNDING SOURCE
Last name, First name	Yes? No?	Student Services/ Student Life/ Associated Students	Type a <i>short</i> description of the service here (i.e. African Drummers to perform at Culture Fair)	Date(s) of event	Not to exceed \$XX	Associated Students
Last name, First name		Student Services/ Student Life/	Type a <i>short</i> description of the	Date(s) of event	Not to exceed	Associated Students