



Appropriation of Funding

Associated Students, Mt. San Antonio College

Organization: Lambda

Person submitting form: Janeane chagolla

Email address: _____

em sent 11/13

For Office Use Only

Request#: 9

Date Received: 10/31/17

Phone: _____

Sponsor: Laven Ortiz

Date: 11/7

Co-Sponsor: Taylor Moore

Date: 11/7

Amount Requested: ~~\$3,700~~ \$3500

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

Signature (of person listed above): [Signature] Ext. _____

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: Winter Ball

Date of Event: December 1, 2017 **Location:** Founder's Hall
(Note: You must complete a separate Use of Facilities Form to request campus facilities through Event Services)

Advisor Name: Dianne Rowley **Extension:** _____

Advisor Signature: Dianne Rowley **Date:** 10/31/17

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: 7 Against: 4 Abstain: 0 Date: 11/7/17

A.S. Executive Board

For: 4 Against: 1 Abstain: 0 Date: 11/7/17

A.S. President

Signature _____ **Date:** _____

Please describe the purpose and nature of your event. Be sure to include how Mt. SAC students will benefit:
During high school years a notable moment for most students is their junior and senior year prom. For LGBTQ+
students this can be a very stressful time. In most high schools "women" are forced to wear dresses and "men" are
forced to wear tuxes. If a student isn't wearing what the school feels is "proper" for them to wear they are not allowed to go in. This causes LGBTQ+ students to go dressed as how society sees them instead of how they want to go. They also may not go at all and miss out on an important part of the high school experience. As the officers of LAMBDA we would like to give these students another chance at their prom. We would like to provide a Ball where students can come as they are with no judgment. Our members will benefit by receiving a safe space to relax, create memories, enjoy great food, and overall the ability to have the prom they weren't granted.

Anticipated number of attendees: 64

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?

The Club officers will be verifying or one of Lambda's advisors.

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

-\$3,000 for Sodexo Catering

-\$200 for photographers

-\$500 for decorations

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. Petty cash may be reimbursed up to \$200.00. 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 (request or should complete all areas in blue type) and submitted to the A.S. Secretary at least 4 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 country 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"

DR

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

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).



LAMBDA'S BALL

Date : December 1, 2017

Where : Founders Hall

Time : 7p.m. to 12 p.m.

~ Food ~ Dancing ~ DJ

~ Photo Booth ~

Contact :

