



Appropriation of Funding

Associated Students, Mt. San Antonio College

For Office Use Only	
Request #:	9
Date Received:	10.14.18
Sponsor:	Jessica Peradia
Co-Sponsor:	[Signature]

Organization: Political Science Club
Person submitting form: Kian Bidari
Email address: [Redacted]
Phone: [Redacted]

sent em colib gave cash 10/26

Amount Requested: \$147.35

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

Signature (of person listed above): [Signature] Ext. Type Here [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: Mt. Sac Trustee Forum

Date of Event: 10/30/18 **Location:** 9C Stage
(Note: You must complete a separate Use of Facilities Form to request campus facilities through Event Services)

Advisor Name: Kelly Rivera **Extension:** [Redacted]

Advisor Signature: [Signature] **Date:** _____

If this is a conference request then provide the name and extension of the advisor attending.

Name: Kelly Rivera **Extension:** [Redacted]

A.S. Senate	
For: _____ Against: _____ Abstain: _____	Date: 10/16/18
A.S. Executive Board	
For: _____ Against: _____ Abstain: _____	Date: 10/16/18
A.S. President	

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

This event will give Mount SAC. Students an opportunity to openly ask questions to Area 2 candidates for the Mount SAC. Trustee position, allowing for students to better understand and get involved in the political system. Such an opportunity will also give students a chance to ask questions the candidates have not addressed yet. Such an opportunity is rare, especially since Area 2 this cycle is referred to as a "hot-seat" and a toss-up.

Anticipated number of attendees: 130

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?

Officers of the Political Science Club

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

Item	Unit Price	How many needed	Total Price before discounts	Total Price after discounts
Cookies	\$1.19	390	\$74.10	\$66.69
Water Cups (paper)	\$0.07	216	\$15.96	\$14.36
Lemonade Mix	\$1.99	4	\$7.96	\$7.16
Popcorn Kernels	\$2.98	2	\$5.96	\$5.96
Vegetable Oil	\$1.59	1	\$1.59	\$1.43
Paper Plates	\$0.06	218	\$13.08	\$11.77
Napkins (500 ct.)	\$3.79	1	\$3.79	\$3.41
Fruit Bowls	\$12.19	3	\$36.57	\$36.57
Total				\$147.35

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