

Budget Request: Taste of Africa

Budget	Taste of Africa
Request ID	BR0646283
Organization	African Students Organization
Budget Period	2017-2018 Round 3 (January 23 - March 9)
Date Submitted	2/2/18 4:24 pm
Submitted By	Paulo Hadi Ernesto Manuel pemanuel@email.uark.edu
Status	Approved
Total Requested	\$5,228.40
Total Approved	\$5,471.84

Food items (Events)

No.	Line Item	Requested	Approved
1	Food Item - 28lbs of chickens - at El Ranchito & Walmart	\$424.00	\$465.34
2	Food Item - 100.8lbs of beef - at El Ranchito & Walmart	\$719.20	\$789.32
3	Food Item - 60lbs of fish - at Asian Amigo & El Ranchito	\$323.80	\$355.37
4	Food Item - Greens - at Sam's Club & Tropical Market	\$178.80	\$196.23
5	Food Item - Plantain (4 boxes)- at Walmart	\$180.00	\$197.55
6	Food Item - Fruits (5 boxes)- at Walmart	\$130.00	\$142.68
7	Food Item - Jollof Rice (20lb bag)-at Walmart	\$60.76	\$66.68
8	Food Item - Salad (110 pieces)- at Walmart	\$300.00	\$329.25
9	Food Item - Spices (110) - at Sam's Club	\$296.00	\$324.86
10	Venue Fees (up to \$2,500) - Room reservation # 1918	\$1,693.88	\$1,693.88
11	Miscellaneous Purchases - Ticket Printing	\$80.00	\$50.00
12	Miscellaneous Purchases - Flyer Printing	\$50.00	\$50.00
13	Miscellaneous Purchases - Chafing Dish Set (Walmart)	\$37.00	\$40.61
14	Miscellaneous Purchases - Aluminum Foil Containers (Walmart)	\$60.00	\$65.85
15	A/V Sound equipment (up to \$1,000) - Audio interface, microphones, studio minitors, amplifier, mix table	\$100.00	\$100.00
16	A/V Sound technician (up to \$500) - DJ	\$500.00	\$500.00
17	Miscellaneous Purchases - Disposal plates, cups, cutlery and napkins	\$94.96	\$104.22
	Totals:	\$5,228.40	\$5,471.84

OFA RSO Event Funding Application

Full Name of RSO (please do not abbreviate) [Required] African Students Organization

RSO Treasurer's Name [Required] Paulo Hadi Ernesto Manuel

RSO Treasurer's E-Mail [Required] pmanuel@uark.edu

RSO Treasurer's Phone Number [Required] 870-799-7768

RSO Advisor's Name [Required] Ignatus Fosú

Please list your UARK Faculty/Staff Advisor

RSO Advisor's E-Mail [Required] ifosu@uark.edu

RSO Advisor's Phone Number [Required] 479-575-5215

Number of Active Members in RSO (2017-2018) [Required] 60

Please state the mission of your organization [Required]

Provide a common meeting place for the promotion of social values, culture and other interests of Africa, and further understanding among all nations.

Name of Event/Program [Required] Taste of Africa

Date of Program [Required] Apr 15, 2018

Anticipated Number of STUDENT Attendees [Required] 400

An estimated range of attendees is not accepted.

Anticipated Number of NON-STUDENT Attendees [Required] 50

Please note, funding cannot be used for more than 15 non-students. Tickets must be sold to non-university students.

Advisors, faculty, staff and guests count as non-students.

An estimated range of attendees is not accepted.

Event End Time [Required] 9:00 PM

Event Start Time [Required] 6:00 PM

Name of Co-Sponsoring Groups (if any; please do not abbreviate names) Co-Sponsors include other RSOs and University Departments. [Required]
Please note that if your RSO does not list any department or group that is helping with the event, there cannot be other names listed on the advertisements for the event. Additionally, if you are co-sponsoring with another RSO, each RSO must submit a separate application and budget spreadsheet. Expenses should be divided between the two (or more) groups. Do not duplicate budgets. Additionally, co-sponsoring budgets need to be submitted to the Board on the same week.

N/A

Description and purpose of event/program and how it relates to your organization's mission, as well as how the event relates to the RSO Purpose of Funding Mission [Required]

A buffet featured food from chefs from Angola, Cameroon, Congo, Egypt, Ethiopia, Kenya, Mali, Nigeria, Ghana, Senegal and more will be served to attendees. There will also be some performances, showing the diverse cultures of the African continent.

How will you advertise this event to attract students beyond your organization [Required]
Please note, RSO Listserv, Newswire, & Campus Calendar listings are MANDATORY for all funded events.

RSO Listserv, Newswire, Campus calendar, flier, social media, and ISS office.

How will this event or program bring educational value to the students at the University of Arkansas? Please be very specific. [Required]

Taste of Africa will enrich culturally non-African and African students of the U of A through a selection of tribal dishes deliciousness from different African Countries. This event will be an opportunity for Africans of the U of A to present their cultural staple diet to the much-appreciated audience of Fayetteville in general, and the U of A in particular. Overall, the event will enable every attendee to enjoy different dishes from Africa.

Is the primary purpose of this event recruitment of new members for your RSO? [Required] NO

If you are bringing a guest speaker, performer, artist, etc., please provide a short biography [Required]

DJ Sikod Njem is a professional Dj specializing in weddings, Corporate events, concerts, sports events, and fashion shows. African Students Organization (ASO) is inquiring funds to hire Dj Sikod because he has shown professionalism and competencies in operating sound equipment, public speaking, crowd controlling through years in the African community. In addition, ASO needs an experienced DJ for this event because the Town Center sounds system is not as good as we would like it to be.

Please list e-mail address for your speaker, performer, artist, or other vendors [Required]

sikisoneal79@gmail.com

Event Location, Room/Space Confirmation Number [Required]

Fayetteville Town Center

RSO Agreement [Required]

I Agree

By checking I Agree below, I understand that I am not allowed to raise money at any event sponsored by funds received through this application process. This includes student admission fees, requests for donations, selling items at the event, etc. (The only exception is admission fees for non-students. This will be determined by the Office of Financial Affairs Board).

Application Checklist [Required]

Reviewed the Standing Rules for timelines, process, & allowable expenses (found at asg.uark.edu)

Reviews

Adam G Jones (OFA Board Member) - Pending
Amber Rose Widdowson (Assistant Director for the Office of Student Activities) - Pending
Colin B Gonzalez (OFA Board Member) - Pending
Danielle M Zapata (OFA Proxy Member) - Pending
Flavia Dechandt Araujo (RSO Graduate Assistant) - Pending
Grace E Lillis (Director of Finance - SOOIE) - Pending
Isamar Garcia-Hernandez (Deputy Treasurer) - Pending
Jalen C Hemphill (OFA Board Member) - Pending
Jean Oden - Pending
Jody Preece (Associated Student Government Office Manager) - Pending
Katelyn E Hedgecock (OFA Proxy Member) - Pending
Kyle M Ward (OFA Board Member) - Pending
Madeline P Brown (OFA Proxy Member) - Pending
Marco A Gargano (OFA Proxy Member) - Pending
Peyton J Podschwit (OFA Board Member) - Pending
Onuma Pleetissamuth (OFA Board Member) - Pending
Semien M Hagos (OFA Board Member) - Pending
Sofia N Hadley (OFA Board Member) - Pending
William S Neely (OFA Board Member) - Approved (2/6/18 11:59 am)
"Chafing Dish Set - Does ASG not have one we can loan them? Ticket printing is capped at \$50"
Macarena Arce (Associated Student Government Treasurer) - Pending
Adam G Jones (OFA Board Member) - Pending
Amber Rose Widdowson (Assistant Director for the Office of Student Activities) - Pending
Colin B Gonzalez (OFA Board Member) - Pending
Danielle M Zapata (OFA Proxy Member) - Pending
Flavia Dechandt Araujo (RSO Graduate Assistant) - Pending
Grace E Lillis (Director of Finance - SOOIE) - Pending
Isamar Garcia-Hernandez (Deputy Treasurer) - Pending
Jalen C Hemphill (OFA Board Member) - Pending
Jean Oden - Pending
Jody Preece (Associated Student Government Office Manager) - Pending
Kadarius S Toussaint (OFA Proxy Member) - Pending
Katelyn E Hedgecock (OFA Proxy Member) - Pending
Kyle M Ward (OFA Board Member) - Pending
Macarena Arce (Associated Student Government Treasurer) - Pending
Madeline P Brown (OFA Proxy Member) - Pending
Marco A Gargano (OFA Proxy Member) - Pending
Peyton J Podschwit (OFA Board Member) - Pending
Onuma Pleetissamuth (OFA Board Member) - Pending
Semien M Hagos (OFA Board Member) - Pending
Sofia N Hadley (OFA Board Member) - Pending
William S Neely (OFA Board Member) - Pending

Comments

Macarena Arce (2/5/18 3:38 pm)

"Your budget is under review. We will let you know the results of your budget after our meeting next Thursday. Please look forward for another comment then."

Paulo Hadi Ernesto Manuel (2/5/18 9:57 pm)

"Thank you for the information, Macarena."

Macarena Arce (2/8/18 6:42 pm)

"First Round Approved - ACTION REQUIRED"

I am pleased to inform you that your budget has been first round approved by the ASG Office of Financial Affairs Board. To help the Board make its final decision next Thursday, please answer the following question(s) and/or concerns by next Wednesday:

1. The tickets will be cut to \$50 because that's the maximum amount we can pay for tickets.
2. Is the DJ necessary?
3. What is the educational value of the event?
4. Please provide a detailed program or agenda of what is going to happen at the event.

You can comment here or send me the responses to asgtres@uark.edu

Thank you and please let me know if you have any questions!"

Paulo Hadi Ernesto Manuel (2/8/18 7:48 pm)

"Thank you so much for the first round approval. I will answer the questions two, three and four by Wednesday, as requested."

Macarena Arce (2/15/18 7:06 pm)

"FUNDING DECISION

I am pleased to inform you that your budget has been second round approved. Please e-mail Ms. Jody at jodyp@uark.edu or see her at ARKU A665C within three (3) business days to schedule an appointment and pick up your funding packet. Funding is approved based on the budget submitted to the committee and the associated dialogue between the Registered Student Organization and the ASG Financial Affairs Board. Once your event and/or conference has been approved for funding, please note that no further changes can be made to the event and/or conference. Please note that communication between your RSO and the Office of Student Activities should be led by students. This includes but is not limited to newswire stories, creating and submitting advertisement/promotional materials, and answering any questions the staff may have. If the amount approved is greater than the amount requested it is because the board added taxes to it.

Please let us know if you have any questions!"

Paulo Hadi Ernesto Manuel (2/15/18 8:13 pm)

"Thank you very much for the budget approval."

Documents

[TownCenterReservation.pdf](#) - Paulo Hadi Ernesto Manuel (2/2/18 4:20 pm)