

# Budget Request: If Gathering U of A 2018

Budget	If Gathering U of A 2018
Request ID	BR0651948
Organization	If Gathering
Budget Period	2017-2018 Round 3 (January 23 - March 9)
Date Submitted	1/23/18 4:01 pm
Submitted By	Carly A Liggett <a href="mailto:caligget@email.uark.edu">caligget@email.uark.edu</a>
Status	Approved
Total Requested	\$1,511.19
Total Approved	\$1,679.69

## If Gathering Conference (Events)

No.	Line Item	Requested	Approved
1	Catering (Non-Chartwells - Per Standing Rules) - You must outline specifically what items are included in your catering order (including price and quantities) or you may attach a quote from your Caterer below. - AQ Chicken \$4/person \$506 total with tax includes chicken strips, mash potatoes, green beans, and roll; misc. snacks, bottled water \$4.35 per case \$39.11 total, Panera coffee (8) \$17.87 per box serves 10, creamer Sam's \$38.94	\$1,380.00	\$1,542.15
2	Miscellaneous Purchases - Printed publicity (flyers, handouts, etc.)	\$50.00	\$50.00
3	Food Item - Member's Mark Clear Cutlery Combo Pack (360ct.)	\$10.98	\$12.05
4	Food Item - Member's Mark Heavy-Duty Paper Plates, 9" (600 ct.)	\$15.78	\$17.32
5	Food Item - Vanity Fair Everyday Napkins, 2-Ply (660 ct.)	\$9.28	\$10.18
6	Food Item - (3) Member's Mark Clear 16 oz. Plastic Cups (120 ct.)	\$29.16	\$32.00
7	Miscellaneous Purchases - 100 Plain White Matches 20 Strike Matchbooks	\$15.99	\$15.99
	Totals:	\$1,511.19	\$1,679.69

## OFA RSO Event Funding Application

Full Name of RSO (please do not abbreviate) [Required]	If Gathering: University of Arkansas
RSO Treasurer's Name [Required]	Carly Liggett
RSO Treasurer's E-Mail [Required]	<a href="mailto:caligget@uark.edu">caligget@uark.edu</a>
RSO Treasurer's Phone Number [Required]	501-617-5140
RSO Advisor's Name [Required]	Bonnie King
Please list your UARK Faculty/Staff Advisor	
RSO Advisor's E-Mail [Required]	<a href="mailto:kingb@uark.edu">kingb@uark.edu</a>
RSO Advisor's Phone Number [Required]	479-466-6492
Number of Active Members in RSO (2017-2018) [Required]	30

Please state the mission of your organization [Required]

Our organization exists to gather, equip, and unleash women to fulfill their God-given purpose.

Name of Event/Program [Required] If Gathering: University of Arkansas

Date of Program [Required] Mar 10, 2018

Anticipated Number of STUDENT Attendees [Required] 100

An estimated range of attendees is not accepted.

Anticipated Number of NON-STUDENT Attendees [Required] 15

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] 4:30 PM

Event Start Time [Required] 9:00 AM

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]

The purpose of our event is to promote collaboration between student organizations and foster campus community by providing tools and resources to connect students from diverse backgrounds. Our event is purposed to gather women of all diversities, connect students with one another, and equip our attendees with the resources needed to become empowered in the leadership roles they possess in the community, as well as in new opportunities for partnership in community service.

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, personal handouts/invitations, word of mouth, social media (Facebook)

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

This event will bring educational value to the students here at the university by equipping our attendees with resources to connect with local non-profits such as Be the Bridge, Camp War Eagle, Young Lives, and local churches. In addition, we will inform our attendees of the If: Gathering mission, and local and global organizations whose mission it is to make a positive difference in the lives of those around us. No money will be collected at this event. For example, free curriculum will be presented in order for students to learn about the need for racial reconciliation and how to facilitate purposeful conversations with people from diverse backgrounds.

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]

The guest speakers and performers will not be physically present, rather will be speaking/performing via dvd.

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

Event Location, Room/Space Confirmation Number [Required] New Heights Warehouse 3011 N College Ave Fayetteville, AR 72703

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)

Completed the Pre-Event Event Consultation. (if requesting more than \$1,000)

## Reviews

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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 (1/25/18 2:47 pm)  
"Just for women? Have we funded them before? Past attendance?"  
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  
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William S Neely (OFA Board Member) - Pending

## Comments

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Jean Oden (1/22/18 2:35 pm)

"Looking forward to meeting with you tomorrow January 23rd at 11:00 AM"

Macarena Arce (1/24/18 12:20 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."

Macarena Arce (1/25/18 6:51 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. Is this a networking event?
2. Is this only for women?
3. What is the educational value?
4. Is there a film right connected to the showing of a DVD?
5. What are you doing with the matches?
6. Is the coffee sold in gallons?

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

Carly A Ligggett (1/30/18 3:31 pm)

"1. No, this is not a networking event. Although, a facet of our event is for members of our community to make personal connections. 2. No, the event is not only for women; however, it is geared towards women. 3. The educational value of our event enlies in the 'equip' of our event. Attendees will be educated specifically by personal testimonies of women of all cultural backgrounds. Attendees will be educated on the various perspectives and the social aspect of functioning in today's society as a woman of color. Attendees of all nationalities will be challenged to consider the perspectives of others, while considering the heightened awareness of cultural divides within our community, and our roles as members of our community. 4. No, there is not a film right connected to the shwoing of the DVD. 5. The purpose of the matches is to reflect on what we learned at the event, and how we will challenge ourselves to share what we have learned with others. Attendees will write a name personal to them on the pocket. 6. The coffee is sold at an estimate of 120 oz. per container, serving about 10 persons. I'm in an understanding that gallon drinks may not exceed \$5. If the coffee cannot be funded we are open to exploring our options to brew the coffee at the venue. Thank you!"

Macarena Arce (1/31/18 11:41 am)

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

Macarena Arce (2/1/18 6:53 pm)

"TABLED BUDGET

Your budget has been tabled until Thursday February 8th, 2018. The Board needs more information before making their final decision. They would like to invite your RSO to come to our meeting on that same day to give more information about your budget and event. Please email me to [asgtres@uark.edu](mailto:asgtres@uark.edu) to get more details of what this entails.

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

Macarena Arce (2/8/18 6:28 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](mailto: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!"