

### Budget Request: Tet Holiday

Tet Holiday, or "Tet Nguyen Dan" also known as Lunar New Year is the biggest and most important festival in Vietnam. It marks the beginning of a year on lunar calendar, which is usually mid February. Because Lunar calendar is based on the cycle of the moon phase, the date of Lunar New Year in Gregorian calendar slightly changes every year. Family members travel from across the country to celebrate the holiday together at their hometown. Tet only lasts for three days, but people often spend a month to enjoy this special event. The Vietnamese Student Association want to introduce the way Vietnamese people celebrate this festival to all the students on campus to bring integrity to Vietnamese community on campus as well as introduce it to other students who are interested in such events.

<b>Requested Total</b>	\$2,379.00
<b>Adjusted Total</b>	\$2,379.00
<b>Date Created</b>	Tuesday, January 15, 2019 12:01:24 PM
<b>Submitted By</b>	Huong Pham
<b>Organization</b>	Vietnamese Students Association
<b>Status</b>	Approved on Thursday, January 31, 2019 6:30:59 PM
<b>Process</b>	Spring 2019 Office of Financial Affairs Funding Process (ARCHIVED PROCESS)

### 3 Sections, 8 Line Items

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#### Section: Administrative Funds Application

#### Section: Conference Registration

#### Section: Special Events

**8 Line Items / \$2,379.00**

RSO's can receive no more than \$10,000 in funding per academic year for special events and conferences.

<b>Donal W. Reynolds Center (RCED) Venue Fees (Expense)</b> We want to rent two rooms in the Reynolds Center which are RCED 103 (Seminar A room) and RCED 120 - (Auditorium) from 4:00PM to 8:00PM on March 16th, 2019. The rate for each room is \$250. There is also an additional \$100 fee since the event will occur after normal business hours. We are waiting for the confirmation from the Reynolds Center.	2 x \$300.00	\$600.00
<b>Ticket Tickets (Expense)</b> The event will be a ticketed event.	1 x \$50.00	\$50.00
<b>Flyers Printed Publicity/Flyers (Expense)</b>	1 x \$50.00	\$50.00

<p><b>Traditional food dishes</b> Food Item (Expense)</p> <p>Many big festivals in Vietnam have their special signature food dishes and Tet is not an exception. “Banh chung”, squared sticky rice cake, is a must-have for Tet. Made of all-natural ingredients and wrapped with special “dong” leaves, the cake symbolizes the earth; rice stands for land, green bean stands for plants, and pork stands for animals. Another dish that is always eaten as a main course during the holiday is a special stew pork with duck eggs cooked with coconut water called “thit kho hot vit” or “thit kho tau”. The boiled castrated cock is also essential – it is often considered a symbol of purity and best offering to ancestors. These dishes will be prepared in the Holcombe Hall Kitchenette along with the dessert.</p>	1 x \$303.00	\$303.00
<p><b>Meals</b> Food Item (Expense)</p> <p>The meals will be order through Typhoon Restaurant, located in Fayetteville. There are steam rice with meat/fried veggie (grilled pork, pork cake, chicken and broccoli). The vendor is not an approved vendor now. I am working with Miss Jody to get this restaurant approved at the moment.</p>	1 x \$1,080.00	\$1,080.00
<p><b>Dessert - Che</b> Food Item (Expense)</p> <p>“Chè” is a general Vietnamese word to describe any traditional Vietnamese sweet beverage, which is usually available in the form of pudding, or as a plain drink. It tends to incorporate fruit, vegetables, beans, seeds, glutinous rice and tapioca powder, and is often topped with coconut milk. This dessert will be prepared in the Holcombe Hall Kitchenette along with the Traditional food dishes.</p>	1 x \$56.00	\$56.00
<p><b>Vietnamese Calligraphy</b> Miscellaneous Purchases (Expense)</p> <p>Calligraphy giving is a special traditional custom in Vietnam which originated from the art of writing beautifully. Like many other Vietnamese traditions, no one can tell exactly where and when it began, but anyone can tell its importance and cultural value. The custom does not only reflect Vietnamese people’s respect to knowledge but helps preserve a time-honored activity as well. The meaningful characters written on special papers have become the symbol of good luck, worshipping objects for thousands years in Vietnam. During Tet, every household decorate their house with beautiful calligraphy to bring good health, good luck and prosperity. We want to demonstrate this to the students attended the event and also encourage them to try to make their own calligraphy.</p>	1 x \$165.00	\$165.00
<p><b>Disposable Tabletop</b> Miscellaneous Purchases (Expense)</p> <p>Alumimum pans, plastic plates, cutlery (knife, spoon, fork)</p>	1 x \$75.00	\$75.00

## Additional Information

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### OFA Standard Questions - All Funding Types

Funding Period

Round IV: March 11 to the day before Dead Day of Spring semester (May 2)

RSO Treasurer's Name

- Huong Pham

RSO Treasurer's E-mail

- htp005@uark.edu

RSO Treasurer's Phone Number

- 323 446 1516

RSO President's Name

- Nguyen Ngo

RSO President's E-mail

- ngokhanh@uark.edu

RSO Advisor's Name

- Cameron Caja

Advisor's E-mail

- rccaja@uark.edu

Advisor's Phone Number

- 479 575 5003

Number of Active Members in RSO (current)

- 17

Please state the mission of your organization

- The mission of the VSA is to serve as a supportive, open-minded, cohesive organization dedicated to promoting Vietnamese cultural awareness at the University of Arkansas and beyond. We strive to create a friendly and cooperative community for individuals of Vietnamese and non-Vietnamese descent in order to build cross-cultural bridges.

What type of budget are you submitting?

Special Events

### **Special Events**

Name of Event/Program

- Tet Holiday

Date of Program

- 03/16/2019

Anticipated number of STUDENT attendees(an estimated range is not an accepted answer)

- 120

Anticipated number of NON-STUDENT attendees(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 an accepted response.)

- 20

Event start time

- 5:00

Event end time

- 8:00

Event location(room/space confirmation)

- RCED 103 & RCED 120 (still waiting for the confirmation from Reynolds Center)

Name of co-sponsoring groups (if any). Please do not abbreviate names of co-sponsors. Co-Sponsors include other RSOs and University Departments.If you do not have a co-sponsor, please type N/A.

- N/A

Describe the nature of your co-sponsorship. If you do not have a co-sponsor, please type N/A,

- N/A

Is the primary purpose of this event recruitment of new members for your RSO?

No

Description and purpose of event/program and how it relates to your organizations' mission, as well as how the event relates to the RSO Purpose of Funding Mission.

- Tet Holiday, or "Tet Nguyen Dan" also known as Lunar New Year is the biggest and most important festival in Vietnam. It marks the beginning of a year on lunar calendar, which is usually mid February. Because Lunar calendar is based on the cycle of the moon phase, the date of Lunar New Year in Gregorian calendar slightly changes every year. Family members travel from across the country to celebrate the holiday together at their hometown. Tet Holiday only lasts for three days, but people often spend a month to enjoy this special event. The Vietnamese Student Association want to introduce the way Vietnamese people celebrate this festival such as the food we eat and its meaning, the clothes that we wear, the music that we play and the activity that we do, to all the students on campus to bring integrity to Vietnamese community on campus as well as introduce it to other students who are interested in such events.

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

- Vietnamese people celebrate the New Year with a sacred trust: Lunar New Year is the days of reunion, hope, and luck. Tet holiday is the reunion of all the family because this is the expectation that all members of the family, who went far from home are looking forward to gathering with their family. After a year of working, Tet holiday is the time for people visit their relatives and friends. Not just stop with the meaning for those who are living, new year is also a time to the lost souls back to family with their offspring to celebrate Tet holiday. The presentation and short video clip will be prepared to give the meaning about this festival and how we celebrate this. We also plan to demonstrate some of our customs in Tet Holiday such as some special signature food dishes and the traditional calligraphy. The students can also try to make their own calligraphy if they are interested.

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

- Facebook, flyer and social media

If you are bringing a guest speaker, performer, artist, etc., please provide a short biography. If you are not bringing a guest speaker, please list N/A.

- N/A

Please list email address for your speaker, performer, artist, or other vendor.

- htp005@uark.edu

What city is your speaker, performer, artist, or other guest coming from? If not applicable, please list N/A.

- N/A

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).

I agree

Please type your name below to certify that this form is accurate to your knowledge (this acts as your Officer Signature).

- Huong Pham

Application Checklist

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

Scheduled pre-event consultation with Shani Sullivan - (sns021@uark.edu) - for events over \$1,000 only

## Request History

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**Thursday, January 31, 2019 6:30:59 PM - Kevin Smith**

**Status: Approved**

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**Thursday, January 31, 2019 6:30:52 PM - Kevin Smith**

**Status: Moved Forward to: Second Round Review/Old Business**

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**Thursday, January 31, 2019 6:30:48 PM - Kevin Smith**

**Audience: Requesters And Reviewers "FUNDING DECISION"**

I am pleased to inform you that your budget has been second round approved. Please respond via email to jodyp@uark.edu

by Friday @ 4pm with a preferred 15-minute appointment time to pick up your funding packet with Ms. Jody in ARKU A665C on Monday (2/4) or Tuesday (2/5) between 10-4pm. Ms. Jody will confirm your appointment time via email. 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!

The board also wanted to suggest the partnership with Razorback Food Recovery if possible! Thank you."

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**Thursday, January 24, 2019 7:29:41 PM - Kevin Smith**

**Audience: Requesters And Reviewers** "TABLED BUDGET – ACTION REQUIRED

Your budget has been tabled until Thursday January 31st, 2019. The OFA Board did not feel comfortable voting on this before knowing that the room was confirmed since we do not fund tentative items/rooms according to the standing rules. Before they make their final decision next week, they would like to invite officers or members of your RSO to come to our regularly scheduled meeting on Thursday or submit your room confirmation via email. Please email me at asgtres@uark.edu to get more details of what this entails if you choose to do this. Thank you and please let me know if you have any questions."

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**Thursday, January 24, 2019 4:18:17 PM - Emily Richey**

**Audience: Reviewers** "We could suggest that they use the calligraphy pens that were placed in the RSO workspace from the last event that we purchased them for if it would fulfill their need."

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**Thursday, January 24, 2019 9:35:51 AM - Nicholas Foster**

**Audience: Reviewers** "Itemize the disposable tabletop line item  
What is included in the calligraphy budget?"

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**Wednesday, January 23, 2019 9:03:59 PM - Kevin Smith**

**Status: Moved Forward to: First Round Review/New Business**

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**Wednesday, January 23, 2019 9:03:56 PM - Kevin Smith**

**Audience: Requesters And Reviewers** "Thank you for applying for OFA funding - your budget is under first-round review. We will let you know the results of your budget after our meeting Thursday evening. Please look forward to another comment then."

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**Wednesday, January 23, 2019 2:06:13 PM - Huong Pham**

**Status: Resubmitted**

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**Tuesday, January 22, 2019 12:38:46 PM - Shani Sullivan**

**Status: Returned For Revision**

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**Tuesday, January 22, 2019 12:37:06 PM - Shani Sullivan**

**Audience: Requesters And Reviewers** "Pre-event held 1/22/2019 at 12PM

- 1) Get vendor approved - make comment about approval process
- 2) Explain educational component of the calligraphy - why is it an important aspect of your event?
- 3) Get official invoice from caterer - e-mail to Izzy, asgtres@uark.edu
- 4) Get reservation confirmation from Reynolds Center - e-mail to Izzy, asgtres@uark.edu
- 5) Upload supplemental documents here: <https://hogsync.uark.edu/submitter/form/start/246866> (If this doesn't work e-mail documents to Izzy)."

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**Monday, January 21, 2019 9:15:03 PM - Huong Pham**

**Status: Submitted**

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