

**Services and Activities Fee Committee**  
**Base Funding Request for FY2018-FY2021**

<b>Name of Program, Activity, or Service</b>	<b>ASCWU Legislative Affairs</b>	<b>S&amp;A Project ID/ID's</b>	<b>53430000</b>	<b>Submitted By</b>	JR Siperly, ASCWU VP Legislative Affairs
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**Total Annual Base Funding Requested**     \$     **32,090**

**BRIEF DESCRIPTION OF PROGRAM, ACTIVITY, OR SERVICE**

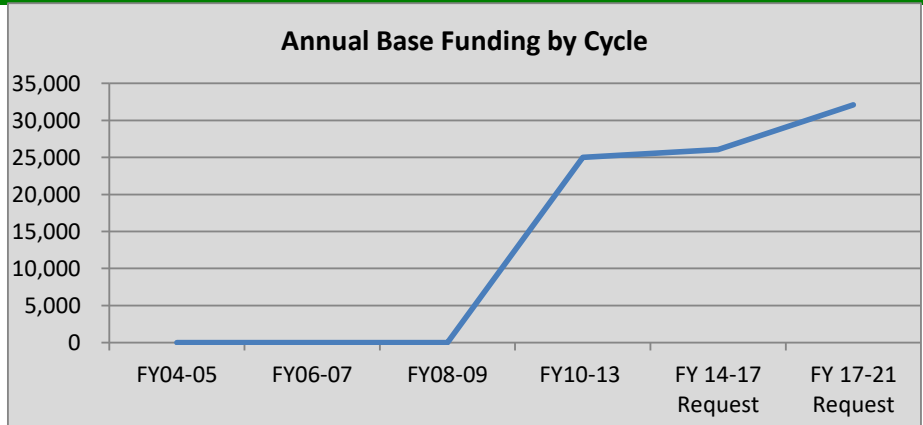
The ASCWU Office of Legislative Affairs is led by the ASCWU Board of Directors and assisted by the students who work and volunteer within the Office of Legislative Affairs, the Washington Student Association, and the United States Student Association. The ASCWU Office of Legislative Affairs attempts to be the "Wildcat Voice" to various government entities, primarily the Washington State Legislature in Olympia. This project also serves to promote student involvement and awareness of the political process. Two activities have proven to be highly successful at involving students: the Washington Student Association chapter which allows for more involvement of CWU students in Olympia and the annual Lobby Day which will occur on the President's Day holiday. In 2012, the ASCWU Office of Legislative Affairs collaborated to bring the CWU Vote Campaign and the Election Assistance Center. The Office of Legislative Affairs was able to register 7% or 742 students to vote for the 2012 election and help 20% or 1717 students vote in this year's election because of this program. We also took a contingent of students to Washington, DC last year to lobby Congress about Stafford Loans. We have also been successful in passing legislation that has benefitted students across campus. The Office of Legislative Affairs along with the Board of Directors is also connected to the United States Student Association through the Washington Student Association. This provides CWU students with leadership opportunities around the country.

The primary expense of the ASCWU Office of Legislative Affairs is the Legislative Liaison, who is a CWU student who spends winter quarter doing a full-time internship at the Capitol in Olympia. The secondary expense is travel for the ASCWU Board of Directors and students involved with the Washington Student Association.

**ANNUAL BASE FUNDING REQUEST SUMMARY**

(Provide the data for the chart below on the second tab. The chart will auto populate.)

	<i>Annual Base Amount</i>
Admin/Exempt Payroll	\$ -
Civil Service Payroll	-
Student Payroll	22,320
Employee Benefits	670
Goods & Services	4,100
Travel	5,000
Equipment	-
<b>Annual Base Expenses</b>	<b>32,090</b>
<i>Less: Annual Other Funding Sources</i>	-
<b>Annual Base Funding Request</b>	<b>\$ 32,090</b>



Name of Program, Activity, or Service

**ASCWU Legislative Affairs**

S&A  
Project  
ID/IDs

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**ANNUAL BASE EXPENSES**

**BASE ADMIN / EXEMPT PAYROLL EXPENSE**

Admin/Exempt Position - Description	Pay Rate	Pay Rate Unit	Pay Rate Units per Year	Number of Employees	Benefits %	Annual Base Amount
n/a	-	per Year	1.0	1	30.0%	-
	-	per Year	1.0	1	30.0%	-
<b>BASE <u>ADMIN/EXEMPT</u> PAYROLL EXPENSE TOTAL</b>						<b>-</b>

**BASE CIVIL SERVICE and TEMP PAYROLL EXPENSE**

Civil Service/Temp Position - Description	Pay Rate	Pay Rate Unit	Pay Rate Units per Year	Number of Employees	Benefits %	Annual Base Amount
n/a	-	per Month	12.0	1	35.0%	-
	-	per Month	12.0	1	35.0%	-
<b>BASE <u>CIVIL SERVICE and TEMP</u> PAYROLL EXPENSE TOTAL</b>						<b>-</b>

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**BASE STUDENT PAYROLL EXPENSE**

<b>Student Position - Description</b>	<b>Pay Rate</b>	<b>Pay Rate Unit</b>	<b>Pay Rate Units per Year</b>	<b>Number of Employees</b>	<b>Benefits %</b>	<b>Annual Base Amount</b>
ASCWU Legislative Liasion	6,000.00	per Year	1.0	1	3.0%	<b>6,000</b>
Political Programs Coordinator	250.00	per Week	34.0	1	3.0%	<b>8,500</b>
Legislative Affairs Organizer	230.00	per Week	34.0	1	3.0%	<b>7,820</b>
	-	per Week	34.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
	-	per Hour	627.0	1	3.0%	-
<b>BASE <u>STUDENT</u> PAYROLL EXPENSE TOTAL</b>					<b>670</b>	<b>22,320</b>

**BASE EMPLOYEE BENEFITS EXPENSE**

<b>Payroll Category</b>	<b>Overall Benefits %</b>	<b>Annual Base Amount</b>
Admin/Exempt	N/A	-
Civil Service	N/A	-
Student	3.0%	<b>670</b>
<b>BASE <u>EMPLOYEE BENEFITS</u> EXPENSE TOTAL</b>		<b>3.0%</b> <b>670</b>

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**BASE GOODS & SERVICES EXPENSE**

<b>Description of Goods &amp; Services Expense</b>	<b>Annual Base Amount</b>
Office Supplies- General supplies for day to day operations of	<b>350</b>
Advertising- Costs associated with the advertising of OLA events and handouts.	<b>1,200</b>
Lobby Day - Cost include transportation of students to Olympia, material that includes CWU Legislative Agenda, and lunch.	<b>1,000</b>
Catering- food for OLA sponsored events.	<b>500</b>
Staff Development	<b>250</b>
Rentals	<b>500</b>
Misc Exspenses	<b>300</b>
	-
	-
	-
	-
	-
	-
	-
	-
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	-
	-
	-
	-
	-

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**BASE GOODS & SERVICES EXPENSE TOTAL**

**4,100**

**BASE TRAVEL EXPENSE**

**Description of Travel Expense**

**Annual Base  
Amount**

Travel to Olympia for committee hearings, meetings, and  
Travel, Lodging, and Per Diem for Conferences such as  
Northwest Student Leadership Conference, Washington  
Student Association Congress or Legislative Conference.

2,000

3,000

**BASE TRAVEL EXPENSE TOTAL**

**5,000**

**BASE EQUIPMENT EXPENSE**

**Description of Equipment Expense**

**Quantity**

**Cost Each**

**Total Cost**

**Annual Base  
Amount**

- -

- -

- -

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-	-
-	-
-	-
-	-
-	-
-	-
-	-

**BASE EQUIPMENT EXPENSE TOTAL**

**32,090**

**ANNUAL BASE EXPENSES - TOTAL**

Name of Program, Activity, or Service **ASCWU Legislative Affairs**      S&A Project ID/ID's **53430000**      Submitted By **JR Siperly, ASCWU VP Legislatie Affairs**

AN NU AL BA	Description of Other Funding Source (Revenues & Transfers In)				<i>Annual Base Amount</i>	
	none				-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
	<b>BASE OTHER FUNDING SOURCES TOTAL</b>				-	
	<b>USE OF CARRY FORWARD (RESERVES)</b>					
	Description of Carry Forward (Reserve) Balance		Total Expected Carry	Total to be Used for Expenses	Total to be Retained	<i>Annual Base Amount</i>
	none		-	-	-	-
			-	-	-	-
	<b>USE OF CARRY FORWARD (RESERVES) TOTAL</b>					-

**ANNUAL BASE OTHER FUNDING SOURCES - TOTAL** **\$32,090**

**ANNUAL S&A BASE FUNDING REQUEST**

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**DISCLOSURE OF NON-S&A FUNDING SOURCES**

Description of Non-S&A Funding Source	Year 1	Year 2	Year 3	Year 4	Average Annual Amount
none					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
<b>DISCLOSURE OF NON-S&amp;A FUNDING SOURCES TOTAL</b>	-	-	-	-	-

**DISCLOSURE OF NON-S&A FUNDING SOURCES - TOTAL**