

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

Name of Program, Activity, or Service: **Manastash student literary magazine** S&A Project ID/ID's: **53427000** Submitted By: **Lisa Norris Lisa.Norris@cwu.edu**

Total Annual Base Funding Requested \$ **5,186**

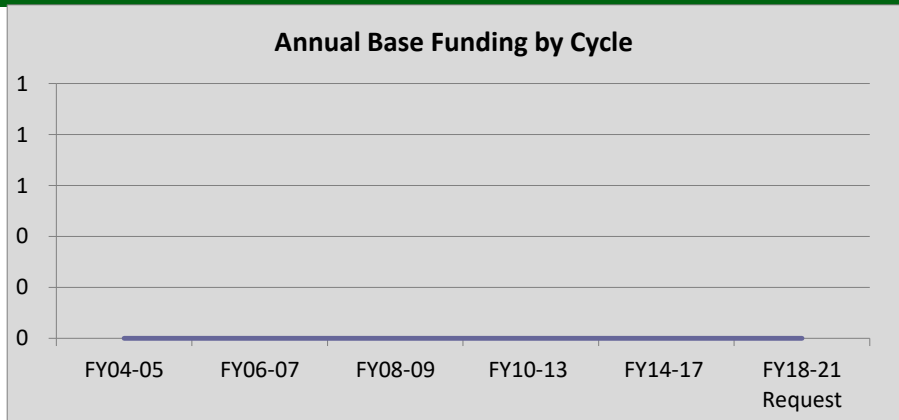
BRIEF DESCRIPTION OF PROGRAM, ACTIVITY, OR SERVICE

Manastash, CWU's student-run literary magazine, showcases creative work from the entire university student body. Manastash is housed in the English Department and is published annually. Manastash provides a forum for dialogue not only between students and the academic community, but between students and alumni, prospective students, and the town of Ellensburg. The advisors and structural support for this activity function with the Professional and Creative Writing major in the English Department. Professor Lisa Norris is the current coordinator for this program. The entire student body benefits from the publishing of Manastash. S&A funds are requested to provide ongoing support for the editing and publishing of Manastash. The goal of Manastash is to recognize the diverse creative student body and to celebrate the achievements of that community through a quality publication. Manastash is distributed campus-wide and to the centers and is a source of pride for a wide variety of CWU students. Manastash has a Duppel CWU website interface, allowing students to submit their writing and artwork to a dedicated CWU webpage.

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	-
Employee Benefits	-
Goods & Services	5,186
Travel	-
Equipment	-
Annual Base Expenses	5,186
<i>Less: Annual Other Funding Sources</i>	-
Annual Base Funding Request	\$ 5,186



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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
	-	per Year	1.0	1	17.0%	-
	-	per Year	1.0	1	17.0%	-
	-	per Year	1.0	1	17.0%	-
	-	per Year	1.0	1	17.0%	-
	-	per Year	1.0	1	17.0%	-
	-	per Year	1.0	1	17.0%	-
BASE <u>ADMIN/EXEMPT</u> PAYROLL EXPENSE TOTAL						-

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
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-

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-	per Month	12.0	1	19.5%	-
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-	per Month	12.0	1	19.5%	-
-	per Month	12.0	1	19.5%	-
-	per Month	12.0	1	19.5%	-
-	per Month	12.0	1	19.5%	-
-	per Month	12.0	1	19.5%	-
-	per Month	12.0	1	19.5%	-
BASE <u>CIVIL SERVICE and TEMP</u> PAYROLL EXPENSE TOTAL					-

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BASE EMPLOYEE BENEFITS EXPENSE

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

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	-
	-
	-
BASE <u>GOODS & SERVICES</u> EXPENSE TOTAL	5,186

BASE TRAVEL EXPENSE

Description of Travel Expense	Annual Base Amount
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
BASE <u>TRAVEL</u> EXPENSE TOTAL	-

BASE EQUIPMENT EXPENSE

Description of Equipment Expense	Quantity	Cost Each	Total Cost	Annual Base Amount
			-	-
			-	-
			-	-
			-	-
			-	-

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	-	-
	-	-
	-	-
	-	-
	-	-
BASE <u>EQUIPMENT</u> EXPENSE TOTAL		-
ANNUAL BASE EXPENSES - TOTAL		5,186

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ANNUAL BASE FUNDING SOURCES (Revenues & Transfers In)

BASE OTHER FUNDING SOURCES (Revenues & Transfers In)

Description of Other Funding Source (Revenues & Transfers In)	Annual Base Amount
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
BASE <u>OTHER FUNDING SOURCES</u> TOTAL	-

USE OF CARRY FORWARD (RESERVES)

Description of Carry Forward (Reserve) Balance	Total Expected Carry	Total to be Used for Expenses	Total to be Retained	Annual Base Amount
	-	-	-	-
	-	-	-	-
USE OF <u>CARRY FORWARD (RESERVES)</u> TOTAL	-	-	-	-

ANNUAL BASE OTHER FUNDING SOURCES - TOTAL -

ANNUAL S&A BASE FUNDING REQUEST \$5,186

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DISCLOSURE OF NON-S&A FUNDING SOURCES

DISCLOSURE OF NON-S&A FUNDING SOURCES

Description of Non-S&A Funding Source	Year 1 FY 2014	Year 2 FY 2015	Year 3 FY 2016	Year 4 FY 2017	<i>Average Annual Amount</i>
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
					-
DISCLOSURE OF NON-S&A FUNDING SOURCES TOTAL	-	-	-	-	-

DISCLOSURE OF NON-S&A FUNDING SOURCES - TOTAL