

## S&A Annual Financial Report Questionnaire

1. Please provide an explanation of how the program plans to spend the budget in each line item of the Annual Financial Report. Items that are vague, such as "contract services" should be clearly explained. Please include an explanation of increases or decreases from the previous year's expenses.

Manastash Printing Costs:	4,000.00
CWU Graphics review charge:	150.00
Publicity:	300.00
Production celebration Venue expenses	250.00
Light refreshments for publication celebration	250.00
Stipened for guest editor/speaker	300.00
Subscription for submittable	300.00

2. What was your fund balance at the end of the year? If positive or negative, please provide a detail explanation.

Carry Forward: 901.00

3. Have alternative (non-S&A Fee) funding sources been pursued to the fullest possible extent? If yes, please elaborate. Please list all funding received for this program and the source(s) of the funding.

No additional funding pursued.

4. Are there any long-term obligations or contracts associated with this funding request?

No.

5. Does your program provide employment opportunities for students? Please explain the nature of student employment within your unit, including total FTE and number of students employed.

Although we do not employ students, the students working on the journal engage in the professional production of the journal.

6. How many students utilize the services and activities provided by your program? Describe how statistics are obtained and provide demographics as applicable.

Over 400 students utilize the service and activities and are involved with campus wide distribution.

7. How do you asses the effectiveness of the services and activities you provide to students? Is student input collected and used in this process?

Based on several campus wide clubs and activities which are creative writing based, we feel the Manastash Journal is an effective service from our involvement with all centers. 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

8. Does your program have an advisory committee? If so, in what capacity is it involved in your budgeting process?

We do not have an advisory committee, however, the advisors and structural support for this activity function with the Professional and Creative Writing major in the English Department.

9. What would be the impact to students if this program's funding were increased by 15-20%? What would be the impact to students if this program's funding were decreased by 15-20%?

General comradery, goodwill and celebration of our students statewide in celebration of our diverse voices and cultures. An increase in the amount of University wide submission and distribution of the journal.

10. What are your program goals or learning/operational objectives? How are you assessing the effectiveness of your program in achieving those targets?

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. Manastash showcases our student talent and is used to advertise our programs.