

## Services and Activities Fee Committee

### Base Funding Request for FY2014-FY2017

Name of Program,  
Activity, or Service

**ASCWU Legislative Affairs**

S&A  
Project  
ID/ID's

**53430000**

Submitted By

Brianne Wood

Total Annual Base  
Funding Requested

\$ 26,067

#### 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.

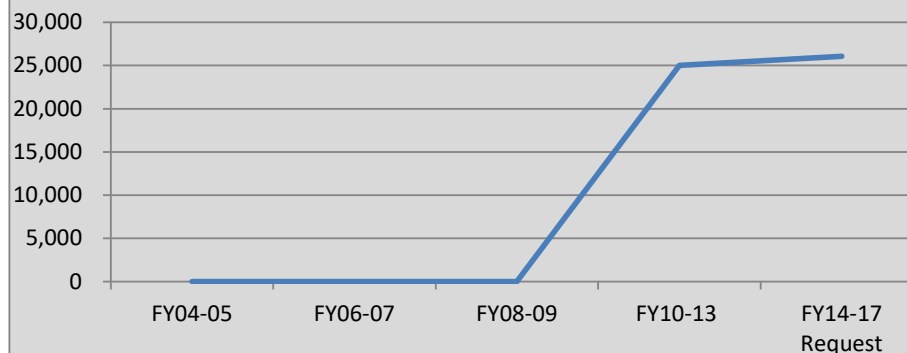
The primary expense of the ASCWU Office of Legislative Affairs is the Legislative Liaison, who is a CWU student who spends winter quarter doing a full-time internship at the Capitol in Olympia. The secondary expense is travel for the ASCWU Board of Directors and students involved with the Washington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

#### ANNUAL BASE FUNDING REQUEST SUMMARY

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

	<u>Annual Base Amount</u>
Admin/Exempt Payroll	\$ -
Civil Service Payroll	-
Student Payroll	13,075
Employee Benefits	392
Goods & Services	6,100
Travel	6,500
Equipment	-
<b>Annual Base Expenses</b>	<b>26,067</b>
Less: <u>Annual</u> Other Funding Sources	-
<b>Annual Base Funding Request</b>	<b>\$ 26,067</b>

**Annual Base Funding by Cycle**



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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%	-
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
n/a	-	per Month	12.0	1	35.0%	-
	-	per Month	12.0	1	35.0%	-
BASE <u>CIVIL SERVICE and TEMP</u> PAYROLL EXPENSE TOTAL					-	-



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**BASE GOODS & SERVICES EXPENSE**

Description of Goods & Services Expense		Annual Base Amount
Office Supplies- General supplies for day to day operations of OLA		350
Telephone- Monthly telephone expense, Long Distance Charges, Legislative Liaison Cell Phone		1,200
Printing- Printing associated with Wildcat Bulletin, meeting agendas and packets.		600
Advertising- Costs associated with the advertising of OLA and WSA programs, as well as get out the vote campaigns and reminders		700
College Civics Weeks- Political speakers and presenters brought to Central, as well as elected representatives to talk about the importance of government and how students can get involved. A BBQ is traditional as well as chances for voter registration and education.		1,200
Vote Programs- Voter Registration Drives, facilitate Election Assistance Center, and Voter Education Programs		500
Catering- food for OLA sponsored events.		500
Staff Development		250
Rentals		500
Misc Exspenses		300
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		-
		-

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BASE GOODS & SERVICES EXPENSE TOTAL

6,100

BASE TRAVEL EXPENSE

Description of Travel Expense	Annual Base Amount
Travel to Olympia for committee hearings, meetings, and testifying	2,000
WSA Meetings and Lodging- Transportation to and from meetings as well as lodging	1,500
Travel, Lodging, and Per Diem for Conferences such as Northwest Student Leadership Conference, United States Student Association Congress or Legislative Conference.	3,000
	-
	-
	-
	-
	-
	-
	-
	-
BASE <u>TRAVEL</u> EXPENSE TOTAL	6,500

BASE EQUIPMENT EXPENSE

Description of Equipment Expense	Quantity	Cost Each	Total Cost	Annual Base Amount
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## ANNUAL BASE FUNDING SOURCES (Revenues &amp; Transfers In)

BASE OTHER FUNDING SOURCES (Revenues & Transfers In)Description of Other Funding Source  
(Revenues & Transfers In)*Annual Base  
Amount*

none

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-

-

-

-

-

-

-

-

-

BASE OTHER FUNDING SOURCES TOTAL

-

USE OF CARRY FORWARD (RESERVES)

Description of Carry Forward (Reserve) Balance

Total  
Expected  
CarryTotal to be  
Used for  
ExpensesTotal to be  
Retained*Annual Base  
Amount*

none

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-

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-

-

USE OF CARRY FORWARD (RESERVES) TOTAL

-

ANNUAL BASE OTHER FUNDING SOURCES - TOTAL

-

ANNUAL S&amp;A BASE FUNDING REQUEST

\$26,067

