AGENDA STUDENT ACTIVITIES BUDGET ADVISORY COMMITTEE November 15, 2023 @3:30pm

(Meeting via Microsoft Teams)

- I. CALL TO ORDER
- II. ATTENDANCE
- III. APPROVAL OF MINUTES
- IV. SUPPLEMENTAL FUNDING REQUESTS

All agenda descriptions include the content/language used by the submitter, and do not reflect the wording or opinion of SABAC or KSU.

1. Kennesaw Society of Black Engineers: Desmond Driskell

This request is to reallocate our KSBE Cookout approved funding to be moved to our travel support funding to help cover costs. The National Society of Black Engineer's 50th Annual Convention is a yearly convention that takes places in a selected city. The convention's purpose is to help members network, grow professionally, and gain potential job offers, internships, and co-ops. This is achieved by a two day career fair, workshops designed to target specific points, and hospitality suites to have one-on-one conversations with company representatives.

Travel Program- NSBE 50th Annual Convention

Travel Date- March 20th - 24th, 2024

\$1,700.00

2. International Student Association: Spring Social: Barbara Patino

Spring Social aims for new international students to meet current KSU international and domestic students in a 'social' celebration. This is an opportunity for students to meet people and make new friendships. During this social, there will be food & drinks, board games and a 'Speed Friending' activity. Money will go towards food and decorations for the room.

Program Name-Spring Social

Program Date- Feb 07,2024/ Feb 14,2024

\$ 250.00

3. International Student Association: Cruise the World Spring: Barbara Patino

Cruise the World is a series of two events for all KSU students (once per semester) that introduces the history/culture/traditions of a respective country, through an educational presentation led by a KSU student from that country, accompanied by music, games, and traditional cuisine. 'Cruise the World' aims to provide an educational, cultural immersion experience for all attending KSU students, fostering a sense of belonging to the KSU Community. The money will go towards food from the selected country.

Program Name- Cruise the World Spring

Program Date- March 15,2024

\$1,500.00

4. International Student Association: Ice Cream Social Spring: Barbara Patino

Students will socialize and learn more about desserts and ice cream flavors from different countries during this event. Students will be asked to be creative and "sell" their ice cream by sharing curiosity and fun facts about their culture with the audience. Money will go towards the ice cream.

Program Name- Ice Cream Social Spring

Program Dates- April 20-27

\$400.00

5. International Student Association: World Bazaar: Barbara Patino

World Bazaar is an outdoor event that will give campus cultural groups (RSOs/identity-based clubs) and international student clubs, the opportunity to share their heritage and culture while giving individuals the opportunity to gain experience about cultures and traditions from around the world. The bazaar will take place annually by the end of the Spring semester. In addition to table displays from student organizations, the bazaar will feature a variety of international snacks & candy and appetizers attendees may sample. Money will go towards inflatables, decorations and food. Program Name- World Bazaar

Program Date- Mid-End of April \$4,000.00

6. International Student Association: Promotional Items: Barbara Patino

All promotional items would be distributed during all our social and academic events throughout the semester on both campuses, as well as in other collaborations events with other organizations, student involvement fairs, and information tables. Our goal with these promotional items is to attract more students to join ISA. This can include pens, hats, bags, water bottles, umbrellas, phone wallets, magnets, etc. The money requested will be used to purchase promo items such as pens, hats, bags, water bottles, umbrellas, phone wallets, magnets, etc. All promotional items would be distributed during all our social and academic events throughout the semester on both campuses. As well, as in other collaborations events with other organizations, student involvement fairs, and information tables. Promo items will be received by ISA board members.

Program Name- Promotional Items

\$500.00

7. Pre-Dental Club: KSU Dental Society T Shirts: Alexander Deen

We intend to use club t-shirts designed by our leadership team to promote our organization at the spring involvement fair and during club meetings that are open to all KSU students. We humbly request funding for our Dental Society club shirts. These shirts will be designed by our leadership team and used to promote the club at the spring involvement fair and at club meetings that are open to all KSU students. Shirts will be distributed during a future club meeting that is open to all KSU students.

Program Name- Promotional Funding Program Date-

\$487.50

8. Kennesaw Motorsports: 2024 Formula SAE Michigan IC - Travel Support: Steven Tubbs
The Society of Automotive Engineers (SAE) hosts several engineering design competitions for
college teams to participate in. Our organization participates in Formula SAE, a design competition
focused on developing high-performance racing vehicles. We are requesting funds for our annual
Formula SAE competition hosted at the Michigan International Speedway. The competition hosts 120

colleges and universities, over 50 sponsoring companies, hundreds of volunteers, and thousands of spectators. My organization designs a vehicle to take and compete at this event every year. So I humbly request assistance covering the cost of travel to and from this competition.

Travel Program- 2024 Formula SAE Michigan IC

Travel Dates- 05/05/24-05/12/24

\$5,000.00

9. Kennesaw Motorsports - Electric: 2024 Formula SAE Michigan EV - Travel Support: Tyler Huggins

The Society of Automotive Engineers (SAE) hosts several engineering design competitions for college teams to participate in. Our organization participates in Formula SAE, a design competition focused on developing high-performance racing vehicles. We are requesting funds for our annual Formula SAE competition hosted at the Michigan International Speedway. The competition hosts 120 colleges and universities, over 50 sponsoring companies, hundreds of volunteers, and thousands of spectators. My organization designs a vehicle to take and compete at this event every year. So I

humbly request assistance covering the cost of travel to and from this competition. The Society of Automotive Engineers (SAE) hosts several engineering design competitions for college teams to participate in. Our organization participates in Formula SAE, a design competition focused on developing high-performance racing vehicles. We are requesting funds for our annual Formula SAE competition hosted at the Michigan International Speedway. The competition hosts 120 colleges and universities, over 50 sponsoring companies, hundreds of volunteers, and thousands of spectators. My organization designs a vehicle to take and compete at this event every year. So I humbly request assistance covering the cost of travel to and from this competition.

Travel Name- 2024 Formula SAE Michigan EV - Travel Support

Travel Date- 06/09/24 to 06/16/24

\$5,000.00

10. House of Owllustrators: Proposal for Guest Speaker and Workshop with Comic Book Letterer Matty Ryan: Aria Leinberger

I am writing to request funding and support from the Student Activities Committee to host a captivating event for the House of Owllustrators Illustration club at Kennesaw State University. We aim to bring the professional comic book letterer, Mr. Matty Ryan, to our campus on November 30th, 2023. This event will consist of a one-hour lecture on comic book lettering followed by an interactive workshop. We are excited to present this opportunity to our students and believe it will significantly enhance their skills and knowledge in the field of illustration.

Event Details:

☐ Date: November 30th, 2023☐ Time: 6:30pm-9:30pm

□ Venue: Room 115 Visual Arts Building

Program Name- Guest Speaker and Workshop

Program Dates- November 30th, 2023

\$1,500.00

V. NEW BUSINESS
VI. ANNOUNCEMENTS
VII. ADJOURNMENT

Budget Request: FY24 'KSBE Cookout' Budget Reallocation

This request is to reallocate our KSBE Cookout approved funding to be moved to our travel support funding to help cover costs.

Requested Total	\$1,700.00	
Adjusted Total	\$1,700.00	
Date Created	Friday, September 15, 2023 7:46:35 PM	
Submitted By	Desmond Driskell	
Organization	Kennesaw Society of Black Engineers	
Status	Submitted on Monday, October 30, 2023 4:55:51 PM	
Process	Department Supplemental Funding Request	

4 Sections, 1 Line Item

Section: KSBE Cookout

1 Line Item / \$1,700.00

Please add a line item for each program, event, or activity expense being requested.

KSBE Cookout Programs, Events, & Activities (Expense)

100 x \$17.00

\$1,700.00

Section: Travel Support Funding

Please add a line item for your type of travel support.

Section: Operating Expenses

Please add a line item for each operating expense.

Section: Personnel Services

Please add a line item for each personnel service.

Additional Information

Acknowledgement

To acknowledge that you have read the section above, please type your name in the box provided

- Desmond Driskell
- Desmond Driskell

Request Details

Does a member or members of your department intend to attend and provide a presentation of your supplemental funding request during the SABAC meeting in which your request is to be reviewed?

Yes

Has your department received SABAC funds in either the prior or current academic year for any travel, programs, activities, events, operations, or personnel?

Yes

Please indicate the nature of your department's request. Please select all that apply: Program, Events, and/or Activities

Program, Events, & Activities Funding

Program Name

- NSBE 50th Annual Convention

Proposed location(s) of program

- Atlanta, GA

Proposed date(s) of program

- March 20th - 24th, 2024

Please provide a detailed written description or descriptions of the specific programs, activities, or events the department intends to sponsor.

- The National Society of Black Engineer's 50th Annual Convention is a yearly convention that takes places in a selected city. The convention's purpose is to help members network, grow professionally, and gain potential job offers, internships, and co-ops. This is achieved by a two day career fair, workshops designed to target specific points, and hospitality suites to have one-on-one conversations with company representatives.

Anticipated Number of Student Participants

- 60-70

Anticipated Number of Staff/Faculty Participants

- 2

Anticipated Number of Off Campus Participants

- 0

Request History

Monday, October 30, 2023 4:55:51 PM - Melissa Kohring

Status: Moved Back to: Initial SABAC Review

Monday, October 30, 2023 4:25:39 PM - Melissa Kohring Status: Moved Forward to: SABAC Meeting to Discuss & Vote

Monday, October 30, 2023 12:03:23 PM - Melissa Kohring

Audience: Requesters And Reviewers "Motion Tabled until 11/15/2023 Supplemental Meeting."

Friday, October 6, 2023 9:29:00 PM - Nigel Harris

Audience: Reviewers "Reallocation of pre-approved funds"

Friday, October 6, 2023 9:29:00 PM - Nigel Harris

"Need quote of the requested expenses."

Friday, October 6, 2023 9:28:32 PM - Nigel Harris

Status: Moved Forward to: Initial SABAC Review

Friday, September 15, 2023 7:59:01 PM - Desmond Driskell

Budget Request: Spring Social

Spring Social aims for new international students to meet current KSU international and domestic students in a 'social' celebration. This is an opportunity for students to meet people and make new friendships. During this social, there will be food & drinks, board games and a 'Speed Friending' activity. Money will go towards food and decorations for the room.

Requested Total	\$250.00
Adjusted Total	\$250.00
Date Created	Wednesday, October 11, 2023 1:38:26 PM
Submitted By	Barbara Patino
Organization	International Student Association
Status	Submitted on Wednesday, October 25, 2023 3:48:33 PM
Process	Supplemental Budget Request

1 Section, 1 Line Item

Section: Rename to Program Name

1 Line Item / \$250.00

Expenses related to events and activities hosted by the RSO which are 1) on campus, 2) open to all KSU students, and 3) serve KSU students as the primary audience and beneficiaries. This cannot include regularly scheduled business meetings of the RSO or activities primarily involving only the members of the RSO.

Allowable Expenses: production costs (e.g. space rentals, staging, barriers, lighting, sound, etc.), speaker/artist fees, marketing materials for that specific program, food for student participants, prizes or giveaways, equipment rentals, other misc. event elements (e.g. paints and canvases for a "sips and strokes" event)

Prohibited Expenses: any item/food that will be used by a non-student participant, charitable donations, alcohol/tobacco/drugs or any other related illegal or restricted items, actual or in-kind contributions to campaigns/candidates/political parties, sales tax, any item that must be inventoried by the University (i.e. any good that is not intended to be used up at the event or distributed to participants; examples would include IT equipment, appliances, tools, etc.)

Spending Limit: Up to \$5,000 per approved event.

Spring Social Supplies and Materials (714100) (Expense)	1 x \$250.00	\$250.00
Spring Social aims for new international students to meet current KSU international and domestic students in a 'social'. This is an opportunity for students to meet people and make new friendships. During this social, there will be food & drinks, board games and a 'Speed Friending' activity. Money will go towards food.		
Fall Social Invoice-Quote.docx		

Additional Information

Terms and Conditions

To acknowledge that you have read the section above, please type your name in the box provided

- Barbara Patino

- Barbara Patino
- Barbara Patino
- Barbara Patino

Organization Information

President's Contact Information

Name - Mallika joshi

KSU Email - mjoshi3@students.kennesaw.edu

Phone Number - 6787704643

Treasurer's Contact Information

Name - Barbara Patino

KSU Email - bpatino1@students.kennesaw.edu

Phone Number - 4702900264

Advisor's Contact Information

Name - Chinyere Turner

KSU Email - cturne88@kennesaw.edu

Phone Number - 4705784518

Please include the name and email of any other individuals you would like included in communications about this supplemental budget request

- ISA Vice-President: Elliot Newton, enewton88@students.kennesaw.edu, 9124644400

Does a member or members of your organization intend to attend and provide a presentation of your supplemental funding request during the SABAC meeting in which your request is to be reviewed?

Yes

Has your organization received SABAC funds in either the prior or current academic year for any travel, programs, activities, or events?

Yes

Please indicate the nature of your RSO's request

Program/Event Funding

Previous SABAC Funding

Please provide a written statement below demonstrating that your organization effectively utilized the funds that were allocated to it to accomplish the goals for which those funds were awarded.

- We are requesting the money to purchase the food and drinks that will be provided to participating students and for decorations.

Program Funding

Program Name

- Spring Social

Proposed location(s) of program

- KSU Green Plaza/ University Ball Rooms, Kennesaw State University

Proposed date(s) of program

- Feb 07,2024/ Feb 14,2024

Please provide a detailed written description or descriptions of the specific programs, activities, or events the RSO intends to sponsor.

- We will provide pizzas, drinks and snakcs, as well as a Speed Friending activity, ISA's Scavenger hunt game and board games.

Anticipated Number of Student Participants

- 60

Anticipated Number of Staff/Faculty Participants

- 0

Anticipated Number of Off Campus Participants - 0

Request History

Wednesday, October 25, 2023 3:48:33 PM - Nigel Harris Status: Moved Forward to: Initial SABAC Review

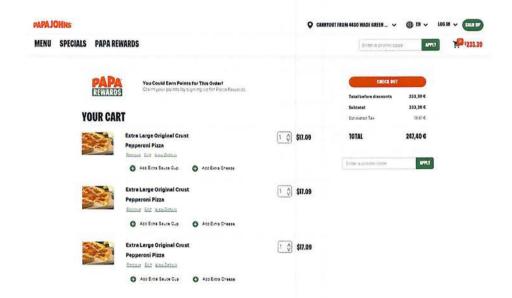
Wednesday, October 11, 2023 2:33:48 PM - Barbara Patino

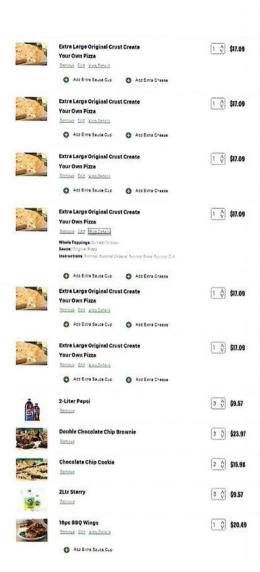
FALL SOCIAL

INTERNATIONAL STUDENT ASSOCIATION

INVOICE/QUOTE:

- 3-Extra large Original Crust Pepperoni Pizzahttps://www.papajohns.com/order/menu/pizza/pepperoni-pizza
- 3-Extra Large Original Crust Cheese Pizzahttps://www.papajohns.com/order/menu/pizza/cheese-pizza
- 3-Extra Large Original Crust Cheese Pizza with Grilled Chickenhttps://www.papajohns.com/order/builder/productBuilderInfo?productGroupId=cheesepizza&productSKU.sku=1-1-4-83&quantity=1&modification=
- 1- 16 Pieces BBQ Wings- https://www.papajohns.com/order/menu/wings/bbq-wings
- 3- 2 liter Pepsi- https://www.papajohns.com/order/menu/Drinks
- 3- 2 liter Starry- https://www.papajohns.com/order/menu/Drinks
- 3- Double Chocolate Chip Browniehttps://www.papajohns.com/order/menu/desserts/dbl-chocchip-brownie
- 2- Chocolate Chip Cookiehttps://www.papajohns.com/order/menu/desserts/chocolatechipcookie
- Link for Shopping Cart: https://www.papajohns.com/order/view-cart





Budget Request: Cruise the World Spring

Cruise the World is a series of two events for all KSU students (once per semester) that introduces the history/culture/traditions of a respective country, through an educational presentation led by a KSU student from that country, accompanied by music, games, and traditional cuisine. 'Cruise the World' aims to provide an educational, cultural immersion experience for all attending KSU students, fostering a sense of belonging to the KSU Community. The money will go towards food from the selected country.

Requested Total	\$1,500.00	
Adjusted Total	\$1,500.00	
Date Created	Friday, October 13, 2023 10:22:38 AM	
Submitted By	Barbara Patino	
Organization	International Student Association	
Status	Submitted on Wednesday, October 25, 2023 3:53:13 PM	
Process	Supplemental Budget Request	

1 Section, 1 Line Item

Section: Rename to Program Name

1 Line Item / \$1,500.00

Expenses related to events and activities hosted by the RSO which are 1) on campus, 2) open to all KSU students, and 3) serve KSU students as the primary audience and beneficiaries. This cannot include regularly scheduled business meetings of the RSO or activities primarily involving only the members of the RSO.

Allowable Expenses: production costs (e.g. space rentals, staging, barriers, lighting, sound, etc.), speaker/artist fees, marketing materials for that specific program, food for student participants, prizes or giveaways, equipment rentals, other misc. event elements (e.g. paints and canvases for a "sips and strokes" event)

Prohibited Expenses: any item/food that will be used by a non-student participant, charitable donations, alcohol/tobacco/drugs or any other related illegal or restricted items, actual or in-kind contributions to campaigns/candidates/political parties, sales tax, any item that must be inventoried by the University (i.e. any good that is not intended to be used up at the event or distributed to participants; examples would include IT equipment, appliances, tools, etc.)

Spending Limit: Up to \$5,000 per approved event.

Cruise the World Spring Food & Meals, Students (727730) (Expense)	1 x \$1,500.00	\$1,500.00
Cruise the World is a series of two events for all KSU students (once per semester) that introduces the history/culture/traditions of a respective country, through an educational presentation led by a KSU student from that country, accompanied by music, games, and traditional cuisine. 'Cruise the World' aims to provide an educational, cultural immersion experience for all attending KSU students, fostering a sense of belonging to the KSU Community. The money will go towards food from the country.		
Supplemental Budget request, CTW docs.docx		

Additional Information

Terms and Conditions

To acknowledge that you have read the section above, please type your name in the box provided

- Barbara Patino
- Barbara Patino
- Barbara Patino
- Barbara Patino

Organization Information

President's Contact Information

Name - Mallika joshi

KSU Email - mjoshi3@students.kennesaw.edu

Phone Number - 6787704643

Treasurer's Contact Information

Name - Barbara Patino

KSU Email - bpatino1@students.kennesaw.edu

Phone Number - 4702900264

Advisor's Contact Information

Name - Chinyere Turner

KSU Email - cturne88@kennesaw.edu

Phone Number - 4705784518

Please include the name and email of any other individuals you would like included in communications about this supplemental budget request

- ISA Vice President- Elliot Newton- enewton@students.kennesaw.edu

Does a member or members of your organization intend to attend and provide a presentation of your supplemental funding request during the SABAC meeting in which your request is to be reviewed?

Yes

Has your organization received SABAC funds in either the prior or current academic year for any travel, programs, activities, or events?

Yes

Please indicate the nature of your RSO's request

Program/Event Funding

Previous SABAC Funding

Please provide a written statement below demonstrating that your organization effectively utilized the funds that were allocated to it to accomplish the goals for which those funds were awarded.

- The amount of money requested will go towards food, drinks, and decorations for the event.

Program Funding

Program Name

- Cruise the World Spring

Proposed location(s) of program

- University Rooms (Student Center), Kennesaw Stae University

Proposed date(s) of program

- March 15,2024

Please provide a detailed written description or descriptions of the specific programs, activities, or events the RSO intends to sponsor.

- Educational presentation that introduces the history, culture and traditions of a respective country, led by a KSU student from that country, accompanied by music, games, and traditional cuisine.

Anticipated Number of Student Participants

- 70

Anticipated Number of Staff/Faculty Participants

- 5

Anticipated Number of Off Campus Participants

- 0

Request History

Wednesday, October 25, 2023 3:54:38 PM - Nigel Harris Audience: Reviewers "Need a quote for requested items."

Wednesday, October 25, 2023 3:53:13 PM - Nigel Harris

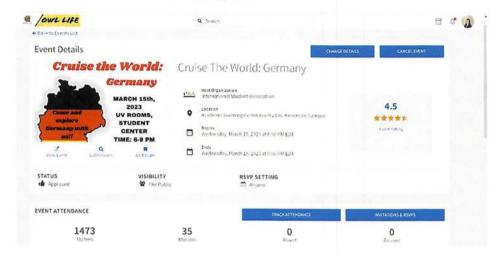
Status: Moved Forward to: Initial SABAC Review

Friday, October 13, 2023 10:33:51 AM - Barbara Patino

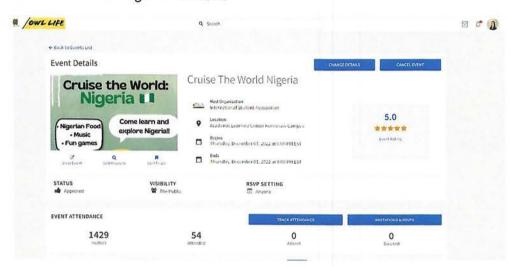
INTERNATIONAL STUDENT ASSOCIATION

Supporting Documentation for Cruise the World:

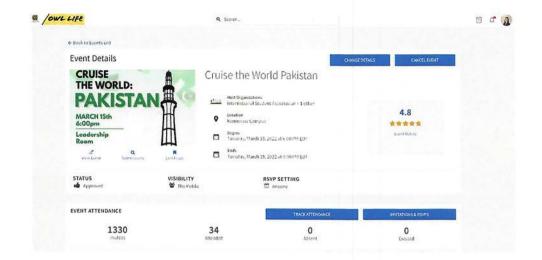
Cruise the World "Germany" Spring 2023



Cruise the World "Nigeria" Fall 2022



Cruise the World "Pakistan" Spring 2022



Budget Request: Ice Cream Social Spring

Students will socialize and learn more about desserts and ice cream flavors from different countries during this event. Students will be asked to be creative and "sell" their ice cream by sharing curiosity and fun facts about their culture with the audience. Money will go towards the ice cream.

Requested Total	\$400.00
Adjusted Total	\$400.00
Date Created	Friday, October 13, 2023 10:43:14 AM
Submitted By	Barbara Patino
Organization	International Student Association
Status	Submitted on Wednesday, October 25, 2023 3:54:58 PM
Process	Supplemental Budget Request

1 Section, 1 Line Item

Section: Rename to Program Name

1 Line Item / \$400.00

Expenses related to events and activities hosted by the RSO which are 1) on campus, 2) open to all KSU students, and 3) serve KSU students as the primary audience and beneficiaries. This cannot include regularly scheduled business meetings of the RSO or activities primarily involving only the members of the RSO.

Allowable Expenses: production costs (e.g. space rentals, staging, barriers, lighting, sound, etc.), speaker/artist fees, marketing materials for that specific program, food for student participants, prizes or giveaways, equipment rentals, other misc. event elements (e.g. paints and canvases for a "sips and strokes" event)

Prohibited Expenses: any item/food that will be used by a non-student participant, charitable donations, alcohol/tobacco/drugs or any other related illegal or restricted items, actual or in-kind contributions to campaigns/candidates/political parties, sales tax, any item that must be inventoried by the University (i.e. any good that is not intended to be used up at the event or distributed to participants; examples would include IT equipment, appliances, tools, etc.)

Spending Limit: Up to \$5,000 per approved event.

Ice Cream Social Spring Food & Meals, Students (727730) (Expense)	1 x \$400.00	\$400.00
Students will socialize and learn more about desserts and ice cream flavors from different countries during this event. Students will be asked to be creative and "sell" their ice cream by sharing curiosity and fun facts about their culture with the audience. money will go towards the ice cream.		
Ice Cream Social Spring 2021.png		

Additional Information

Terms and Conditions

To acknowledge that you have read the section above, please type your name in the box provided

- Barbara Patino

- Barbara Patino
- Barbara Patino
- Barbara Patino

Organization Information

President's Contact Information

Name - Mallika joshi

KSU Email - mjoshi3@students.kennesaw.edu

Phone Number - 6787704643

Treasurer's Contact Information

Name - Barbara Patino

KSU Email - bpatino1@students.kennesaw.edu

Phone Number - 4702900264

Advisor's Contact Information

Name - Chinyere Turner

KSU Email - cturne88@kennesaw.edu

Phone Number - 4705784518

Please include the name and email of any other individuals you would like included in communications about this supplemental budget request

- ISA Vice President- Elliot Newton- enewton8@students.kennesaw.edu

Does a member or members of your organization intend to attend and provide a presentation of your supplemental funding request during the SABAC meeting in which your request is to be reviewed?

Yes

Has your organization received SABAC funds in either the prior or current academic year for any travel, programs, activities, or events?

Yes

Please indicate the nature of your RSO's request

Program/Event Funding

Previous SABAC Funding

Please provide a written statement below demonstrating that your organization effectively utilized the funds that were allocated to it to accomplish the goals for which those funds were awarded.

- Money requested will be used to purchase ice cream for participating students.

Program Funding

Program Name

- Ice Cream Social Spring

Proposed location(s) of program

- KSU Green Plaza (Kennesaw campus), Kennesaw State University

Proposed date(s) of program

- April 20-27

Please provide a detailed written description or descriptions of the specific programs, activities, or events the RSO intends to sponsor.

- Students will socialize and learn more about desserts and ice cream flavors from different countries during this event. Students will be asked to be creative and "sell" their ice cream by sharing curiosity and fun facts about their culture with the audience. money will go towards the ice cream

Anticipated Number of Student Participants

- 100

Anticipated Number of Staff/Faculty Participants

- 0

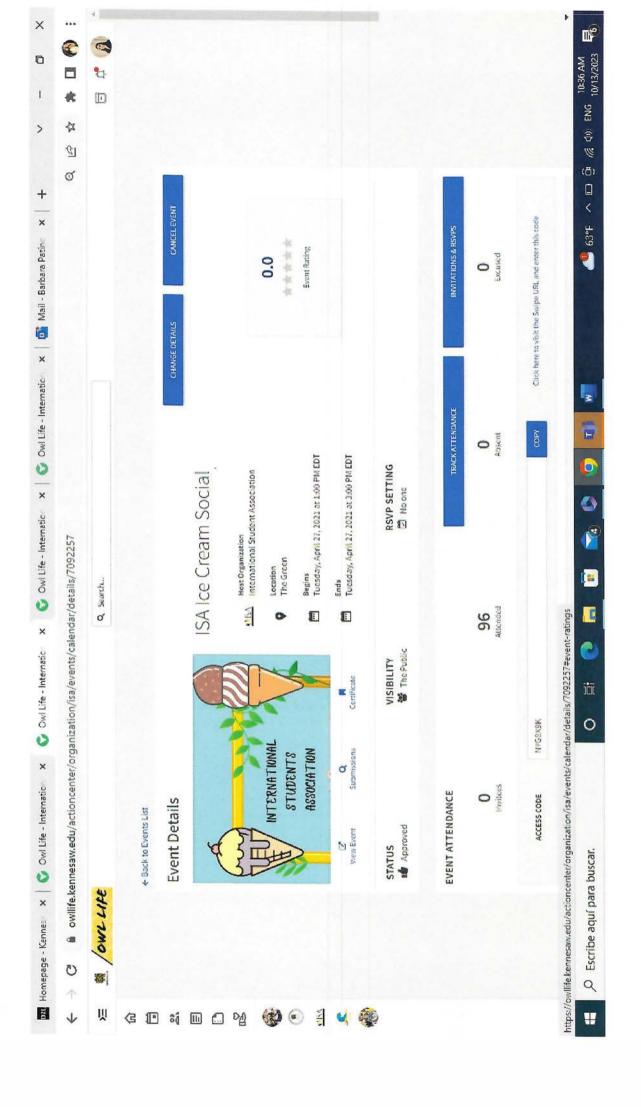
Anticipated Number of Off Campus Participants - 0

Request History

Wednesday, October 25, 2023 3:55:45 PM - Nigel Harris Audience: Reviewers "Need a quote for requested items"

Wednesday, October 25, 2023 3:54:58 PM - Nigel Harris Status: Moved Forward to: Initial SABAC Review

Friday, October 13, 2023 10:48:17 AM - Barbara Patino Status: Submitted



Budget Request: World Bazaar

World Bazaar is an outdoor event that will give campus cultural groups (RSOs/identity-based clubs) and international student clubs, the opportunity to share their heritage and culture while giving individuals the opportunity to gain experience about cultures and traditions from around the world. The bazaar will take place annually by the end of the Spring semester. In addition to table displays from student organizations, the bazaar will feature a variety of international snacks & candy and appetizers attendees may sample. Money will go towards inflatables, decorations and food.

Requested Total	\$4,000.00	
Adjusted Total	\$4,000.00	
Date Created	Friday, October 13, 2023 11:08:26 AM	
Submitted By	Barbara Patino	
Organization	International Student Association	
Status	Submitted on Wednesday, October 25, 2023 3:55:57 PM	
Process	Supplemental Budget Request	

1 Section, 1 Line Item

Section: Rename to Program Name

1 Line Item / \$4,000.00

Expenses related to events and activities hosted by the RSO which are 1) on campus, 2) open to all KSU students, and 3) serve KSU students as the primary audience and beneficiaries. This cannot include regularly scheduled business meetings of the RSO or activities primarily involving only the members of the RSO.

Allowable Expenses: production costs (e.g. space rentals, staging, barriers, lighting, sound, etc.), speaker/artist fees, marketing materials for that specific program, food for student participants, prizes or giveaways, equipment rentals, other misc. event elements (e.g. paints and canvases for a "sips and strokes" event)

Prohibited Expenses: any item/food that will be used by a non-student participant, charitable donations, alcohol/tobacco/drugs or any other related illegal or restricted items, actual or in-kind contributions to campaigns/candidates/political parties, sales tax, any item that must be inventoried by the University (i.e. any good that is not intended to be used up at the event or distributed to participants; examples would include IT equipment, appliances, tools, etc.)

Spending Limit: Up to \$5,000 per approved event.

Norld Bazaar Food & Meals, Students (727730) (Expense)	1 x \$4,000.00	\$4,000.00
World Bazaar is an outdoor event that will give campus cultural groups (RSOs/identity-based clubs) and international student clubs, the opportunity to share their heritage and culture while giving individuals the opportunity to gain experience about cultures and traditions from around the world. The bazaar will take place annually by the end of the Spring semester. In addition to table displays from student organizations, the bazaar will feature a variety of international snacks & candy and appetizers attendees may sample. Money will go towards inflatables, decorations and food.		

Additional Information

Terms and Conditions

To acknowledge that you have read the section above, please type your name in the box provided

- Barbara Patino
- Barbara Patino
- Barbara Patino
- Barbara Patino

Organization Information

President's Contact Information

Name - Mallika joshi

KSU Email - mjoshi3@students.kennesaw.edu

Phone Number - 6787704643

Treasurer's Contact Information

Name - Barbara Patino

KSU Email - bpatino1@students.kennesaw.edu

Phone Number - 4702900264

Advisor's Contact Information

Name - Chinyere Turner

KSU Email - cturne88@kennesaw.edu

Phone Number - 4705784518

Please include the name and email of any other individuals you would like included in communications about this supplemental budget request

- ISA Vice President- Elliot Newton- enewton8@students.kennesaw.edu

Does a member or members of your organization intend to attend and provide a presentation of your supplemental funding request during the SABAC meeting in which your request is to be reviewed?

Yes

Has your organization received SABAC funds in either the prior or current academic year for any travel, programs, activities, or events?

Yes

Please indicate the nature of your RSO's request

Program/Event Funding

Previous SABAC Funding

Please provide a written statement below demonstrating that your organization effectively utilized the funds that were allocated to it to accomplish the goals for which those funds were awarded.

- World Bazaar is an outdoor event that will give campus cultural groups (RSOs/identity-based clubs) and international student clubs, the opportunity to share their heritage and culture while giving individuals the opportunity to gain experience about cultures and traditions from around the world. The bazaar will take place annually by the end of the Spring semester. In addition to table displays from student organizations, the bazaar will feature a variety of international snacks & candy and appetizers attendees may sample. Money will go towards inflatables, decorations and food

Program Funding

Program Name

- World Bazaar

Proposed location(s) of program

- KSU Green Plaza

Proposed date(s) of program

- Mid-End of April

Please provide a detailed written description or descriptions of the specific programs, activities, or events the RSO intends to sponsor.

- The bazaar will take place annually by the end of the Spring semester. In addition to table displays from student organizations, the bazaar will feature a variety of international snacks & candy and appetizers attendees may sample. Money will go towards inflatables, decorations and food.

Anticipated Number of Student Participants

- 300

Anticipated Number of Staff/Faculty Participants

- (

Anticipated Number of Off Campus Participants

- 0

Request History

Wednesday, October 25, 2023 3:56:20 PM - Nigel Harris Audience: Reviewers "Need a quote for requested items."

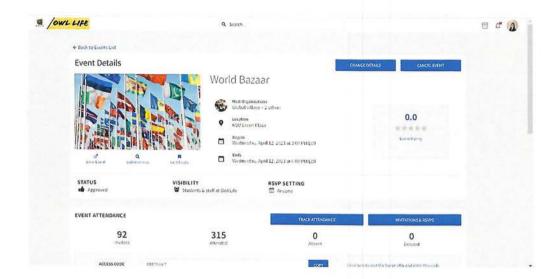
Wednesday, October 25, 2023 3:55:57 PM - Nigel Harris Status: Moved Forward to: Initial SABAC Review

Friday, October 13, 2023 11:23:22 AM - Barbara Patino

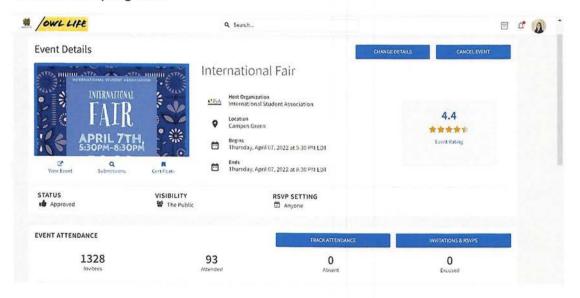
INTERNATIONAL STUDENT ASSOCIATION

Supporting Documentation for World Bazaar:

World Bazaar Spring 2023



World Bazaar Spring 2022



Budget Request: Promotional Items

All promotional items would be distributed during all our social and academic events throughout the semester on both campuses, as well as in other collaborations events with other organizations, student involvement fairs, and information tables. Our goal with these promotional items is to attract more students to join ISA. This can include pens, hats, bags, water bottles, umbrellas, phone wallets, magnets, etc.

Requested Total	\$500.00	
Adjusted Total	\$500.00	
Date Created	Friday, October 13, 2023 11:27:44 AM	
Submitted By	Barbara Patino	
Organization	International Student Association	
Status	Submitted on Wednesday, October 25, 2023 3:56:40 PM	
Process	Supplemental Budget Request	

1 Section, 1 Line Item

Section: Rename to Item Name

1 Line Item / \$500.00

Expenses related to general marketing and advertising efforts of an RSO. These are general in nature and not tied to a specific event, as marketing for an event is included in program funding.

Allowable Expenses: promotional items with the RSO's information printed on it (such as t-shirts, fliers, pens/stress balls/sunglasses or other giveaways), advertising costs related to marketing (e.g. Sentinel/Bus ads)

Prohibited Expenses: any items that are intended for members only, sales tax

Spending Limit: \$500 total per fiscal year

Promotional Items Advertising, Other (727200) (Expense)	1 x \$500.00	\$500.00
All promotional items would be distributed during all our social and academic events throughout the semester on both campuses. As well, as in other collaborations events with other organizations, student involvement fairs, and information tables. Our goal with these promotional items is to attract more students to join ISA. this can include pens, hats, bags, water bottles, umbrellas, phone wallets, magnets, etc.		
KSU International Student Assoc Vivien[91].pdf		

Additional Information

Terms and Conditions

To acknowledge that you have read the section above, please type your name in the box provided

- Barbara Patino
- Barbara Patino
- Barbara Patino
- Barbara Patino

Organization Information

President's Contact Information

Name - Mallika joshi

KSU Email - mjoshi3@students.kennesaw.edu

Phone Number - 6787704643

Treasurer's Contact Information

Name - Barbara Patino

KSU Email - bpatino1@students.kennesaw.edu

Phone Number - 4702900264

Advisor's Contact Information

Name - Chinyere Turner

KSU Email - cturne88@kennesaw.edu

Phone Number - 4705784518

Please include the name and email of any other individuals you would like included in communications about this supplemental budget request

- ISA Vice President- Elliot Newton- enewton8@students.kennesaw.edu

Does a member or members of your organization intend to attend and provide a presentation of your supplemental funding request during the SABAC meeting in which your request is to be reviewed?

Yes

Has your organization received SABAC funds in either the prior or current academic year for any travel, programs, activities, or events?

Yes

Please indicate the nature of your RSO's request

Promotional Funding

Previous SABAC Funding

Please provide a written statement below demonstrating that your organization effectively utilized the funds that were allocated to it to accomplish the goals for which those funds were awarded.

- The money requested will be used to purchase promo items to be distributed during our events to all participating students.

Promotional Funding

Description of Promotional Request

- The money requested will be used to purchase promo items such as pens, hats, bags, water bottles, umbrellas, phone wallets, magnets, etc.

Promotional Funding Distribution PlanHow will your RSO distribute materials and/or who can receive them?

- All promotional items would be distributed during all our social and academic events throughout the semester on both campuses. As well, as in other collaborations events with other organizations, student involvement fairs, and information tables.

Promo items will be received by ISA board members.

Request History

Wednesday, October 25, 2023 3:56:40 PM - Nigel Harris Status: Moved Forward to: Initial SABAC Review

Friday, October 13, 2023 11:50:17 AM - Barbara Patino





September 07, 2023

Vivien R KSU (E) vrichter@students.kennesaw.edu



Oasis-II 20 Oz. Stainless Steel Tumbler

Item number: OA-2

This 20 Oz. vacuum sealed Yeti style insulated tumbler features a matte coating. Dishwasher Safe for both Coating and Silkscreen Imprinting. It's made with stainless steel outer body and a plastic liner, and fits most cup holders. Keeps drinks hot or cold for up to three hours. Great for urban travel adventure, artic canyon hikes, just simply keeping your espresso warm. FDA compliant and BPA free. 7.4" H x 3.39" W x 2.83" D

MINIMUM IS 36

Colors: Black, White, Royal Blue, Red, Silver

Decoration Information: Laser Engraving, Silkscreen, Full Color Process. 1.25" W \times 2.5" H; Side (Full Color) imprint area. 7.5" W \times 4" H; Full Wrap (Silkscreen) second imprint area.

Qty	36
Price	\$5.93
Addtl Chgs	\$110.00
Total	\$323.48

Price Includes: 1 color; 1 location

Additional Charge Details: Setup: \$65.00; Shipping: \$45.00

Packaging and Delivery: Bulk. 36 units per carton. 23 lbs. per carton. Carton dimensions 22"x22"x10".

Doc ID: 6273589 Ref #20230828



20 Mil. Magnet For Indoor Use - Die Cut (Circle) 2"

Item number: *877

These magnets are a perfect way to get your company name and information in front of your customer for a season, a year or a lifetime. They are great for real estate offices, political campaigns, home services, sporting or school events and calendars. Great for indoor use.

Colors: White

Decoration Information: Full Color Process.

Qty	133
Price	\$1.17
Addtl Chgs	\$20.00
Total	\$175.61

Price Includes: Full color; 1 side

Additional Charge Details: Shipping: \$20.00

Packaging and Delivery: Bulk. Normal production time is 5-10 working days.

Overruns and underruns are common in imprinted items. You will be charged for the actual number of items shipped.

Unless specifically stated above, freight, customs, duties, and other government taxes/fees are additional.

If freight is quoted it is an estimate at Ground Rates. EXPEDITED FREIGHT MAYBE NECESSARY ABOVE QUOTED GROUND RATES TO MEET EVENT DATES.

Doc ID: 6273589 Ref #20230828

Budget Request: KSU Dental Society T Shirts

We intend to use club t-shirts designed by our leadership team to promote our organization at the spring involvement fair and during club meetings that are open to all KSU students.

Requested Total	\$487.50
Adjusted Total	\$487.50
Date Created	Friday, October 6, 2023 10:48:24 AM
Submitted By	Alexander Deen
Organization	Pre-Dental Club
Status	Submitted on Wednesday, October 25, 2023 3:49:47 PM
Process	Supplemental Budget Request

1 Section, 1 Line Item

Section: Rename to Item Name

1 Line Item / \$487.50

Expenses related to general marketing and advertising efforts of an RSO. These are general in nature and not tied to a specific event, as marketing for an event is included in program funding.

Allowable Expenses: promotional items with the RSO's information printed on it (such as t-shirts, fliers, pens/stress balls/sunglasses or other giveaways), advertising costs related to marketing (e.g. Sentinel/Bus ads)

Prohibited Expenses: any items that are intended for members only, sales tax

Spending Limit: \$500 total per fiscal year

T shirts	Advertising,	Other	(727200)	(Expense))
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25 x \$19.50

\$487.50

Club T shirts designed by our club leadership team. Will be used for promotional purposes and will be distributed at club meetings that are open to all KSU students.

shirt price.PNG

Additional Information

Terms and Conditions

To acknowledge that you have read the section above, please type your name in the box provided

- Alexander Buie Deen
- Alexander Buie Deen
- Alexander Buie Deen
- Alexander Buie Deen

Organization Information

President's Contact Information
Name - Elbin Jacob
KSU Email - ejacob@students.kennesaw.edu
Phone Number - 7064021905

Treasurer's Contact Information Name - Alexander Buie Deen KSU Email - adeen5@students.kennesaw.edu Phone Number - 14047317122

Advisor's Contact Information Name - Marica Hesser

KSU Email - mhesser@students.kennesaw.edu

Phone Number - 4705786513

Does a member or members of your organization intend to attend and provide a presentation of your supplemental funding request during the SABAC meeting in which your request is to be reviewed?

Has your organization received SABAC funds in either the prior or current academic year for any travel, programs, activities, or events?

No

Please indicate the nature of your RSO's request Promotional Funding

Promotional Funding

Description of Promotional Request

- We humbly request funding for our Dental Society club shirts. These shirts will be designed by our leadership team and used to promote the club at the spring involvement fair and at club meetings that are open to all KSU students.

Promotional Funding Distribution PlanHow will your RSO distribute materials and/or who can receive them?

- Shirts will be distributed during a future club meeting that is open to all KSU students.

Request History

Wednesday, October 25, 2023 3:51:59 PM - Nigel Harris

Audience: Reviewers "Quote states 12.95 per shirt.

Need to find a shirt price that is a better use of the student fee funds."

Wednesday, October 25, 2023 3:49:47 PM - Nigel Harris Status: Moved Forward to: Initial SABAC Review

Friday, October 13, 2023 9:03:16 AM - Alexander Deen

Status: Submitted

Wednesday, October 11, 2023 11:05:40 AM - Alexander Deen

Status: Withdrawn

Sunday, October 8, 2023 4:11:14 PM - Alexander Deen



tshirtbydesign.com
Personalized Company Shirts
- Full Color by TshirtByDesign

\$12.95

TShirt by Design

Delivery by Wed, Oct 11

♣ Top Quality Store · 4.7/5 ★ (332) Budget Request: 2024 Formula SAE Michigan IC - Travel Support

The Society of Automotive Engineers (SAE) hosts several engineering design competitions for college teams to participate in. Our organization participates in Formula SAE, a design competition focused on developing high-performance racing vehicles. We are requesting funds for our annual Formula SAE competition hosted at the Michigan International Speedway. The competition hosts 120 colleges and universities, over 50 sponsoring companies, hundreds of volunteers, and thousands of spectators. My organization designs a vehicle to take and compete at this event every year. So I humbly request assistance covering the cost of travel to and from this competition.

Requested Total	\$5,000.00
Adjusted Total	\$5,000.00
Date Created	Friday, October 13, 2023 1:28:12 PM
Submitted By	Steven Tubbs
Organization	Kennesaw Motorsports
Status	Submitted on Wednesday, October 25, 2023 3:58:04 PM
Process	Supplemental Budget Request

1 Section, 3 Line Items

Section: 2024 Formula SAE Michigan IC

3 Line Items / \$5,000.00

For each trip entry your RSO is requesting SABAC funding you are required to add a "Travel Support Funding" section to your budget request. You are required to rename each "Travel Support Funding" section to match the Trip Name you previously provided within the "Background" section of the budget request process.

Trips must be itemized and cannot be submitted as a "lump sum." Be sure to provide documentation for each line item expense (e.g. air travel, lodging, rental car, mileage, etc.).

Expenses related to organizational travel off campus. Travel must be for the expressed purpose of representing the RSO and KSU at a local, regional, national, or international conference and/or competition that relates to the purpose of the RSO.

Allowable Expenses- registration costs, lodging costs, travel costs (including airfare, public transit, and mileage reimbursement), parking fees, airport shuttle

Prohibited Expenses- food of any kind, materials of any kind (including presentation boards, printing, and clothing), any costs associated with non-students (e.g. staff advisor), sales tax

Spending Limits: \$500 max per student per trip; \$1,500 max per student per fiscal year; \$5,000 max per RSO per fiscal year.

NOTE: Kennesaw State University continues to suspend all current year University-sponsored international and domestic travel. RSOs and departments may submit travel requests as part of SABAC's FY22 annual budget review process. Approval of FY22 travel funds is conditional, and funds may only be released if current travel restrictions are withdrawn.

2024 Formula SAE Michigan IC - Enterprise Rental Rental Car (651160) (Expense)	2 x \$575.00	\$1,150.00
We require minivans for transport up to Michigan and back. We will be renting two Chrysler Pacifica class minivans from Enterprise starting on Saturday 05/04/2024 and will be returning them on Monday 05/13/2024.		
Enterprise Rental Agreement 9R35Z7.pdf		
2024 Formula SAE Michigan IC - Gas Costs Ground Transportation (651110) (Expense)	1 x \$1,200.00	\$1,200.00
Based on our previous trips, we can estimate the total cost for gas will be between \$900-\$1200. I have noted the requested amount to be the upper limit of \$1200 so that we will have enough funds to cover the cost of gas if the pump prices rise before next summer. Attached below is an Excel spreadsheet containing all of the gas purchases, locations, and amounts for the competition we attended last year. We traveled with: - 1x University Truck and Trailer - 2x Chrysler Pacifica Class Minivans.		
Kennesaw Motorsports Travel Gas Log 2023.pdf		
2024 Formula SAE Michigan IC - Lodging Lodging (651140) (Expense)	1 x \$2,650.00	\$2,650.00
We will require hotel rooms for the entirety of our competition in Michigan. We will require approximately \$2650 to cover 3x hotel rooms priced at \$139 for 6 nights (05/06/24 to 05/12/24) and the travel planner's fee of \$150. See last year's hotel invoice (attached below) for more information.		
Travel Planner Invoice 2023.pdf		

Additional Information

Terms and Conditions

To acknowledge that you have read the section above, please type your name in the box provided

- Steven Tubbs
- Steven Tubbs
- Steven Tubbs
- Steven Tubbs

Organization Information

President's Contact Information

Name - Steven Tubbs

KSU Email - stubbs2@students.kennesaw.edu

Phone Number - 7709884029

Treasurer's Contact Information

Name - Tyler Huggins

KSU Email - thuggin7@students.kennesaw.edu

Phone Number - 4046949037

Advisor's Contact Information

Name - Santana Roberts

KSU Email - srobe157@kennesaw.edu

Phone Number - 4705783712

Does a member or members of your organization intend to attend and provide a presentation of your supplemental funding request during the SABAC meeting in which your request is to be reviewed?

Yes

Has your organization received SABAC funds in either the prior or current academic year for any travel, programs, activities, or events?

Yes

Please indicate the nature of your RSO's request Travel Support Funding

Previous SABAC Funding

Please provide a written statement below demonstrating that your organization effectively utilized the funds that were allocated to it to accomplish the goals for which those funds were awarded.

- Last year, we asked SABAC to assist our organization with travel expenses for our annual competition. Once again, the Formula SAE Michigan competition will be held at the Michigan International Speedway in Brooklyn, MI. Just like years prior, we plan to use the funding to cover lodging and transportation expenses throughout the trip. Since we have traveled to this location before using SABAC funding, we are able to accurately assess the cost of travel prior to the event. A detailed itemized list will be provided with this submission along with supporting documentation from last year's travels.

Travel Support Funding

Travel Name

- 2024 Formula SAE Michigan IC

Travel Date(s)

- 05/05/24-05/12/24

Travel Location(s)

- Brooklyn, MI

Number of Students Traveling

- 18

Please provide a detailed written description or descriptions of the specific travel the RSO intends to sponsor.

- The Society of Automotive Engineers (SAE) hosts several engineering design competitions for college teams to participate in. Our organization participates in Formula SAE, a design competition focused on developing high-performance racing vehicles. We are requesting funds for our annual Formula SAE competition hosted at the Michigan International Speedway. The competition hosts 120 colleges and universities, over 50 sponsoring companies, hundreds of volunteers, and thousands of spectators. My organization designs a vehicle to take and compete at this event every year. So I humbly request assistance covering the cost of travel to and from this competition.

Request History

Wednesday, October 25, 2023 4:01:20 PM - Nigel Harris

Audience: Reviewers "Need updated quotes for lodging and vehicle rental.

Need the distance traveling to calculate mileage reimbursement."

Wednesday, October 25, 2023 3:58:04 PM - Nigel Harris Status: Moved Forward to: Initial SABAC Review

Friday, October 13, 2023 7:10:57 PM - Steven Tubbs



Rental Agreement Summary RA#: 9R35Z7

Renter: NATHAN T FAIRLIE **GA-KSU MAIN ACCOUNT** Billing Cycle: 24-HOUR

Dates & Times

Location

Pick up

Saturday, May 13, 2023 11:22 AM

Start Charges

Saturday, May 13, 2023 11:22 AM

2202 COBB PARKWAY NW **BLDG 100** KENNESAW, GA 30152-3630 (770) 420-3324

Anticipated Return

2202 COBB PARKWAY

NW BLDG 100

Monday, May 22, 2023 11:00 AM

KENNESAW. GA 30152-3630 (770) 420-3324

Vehicle

2021 CHRY PACI TOUL WHITE

License: FL JALH64

VIN: 2C4RC1BG4MR519840

Vehicle: 7VCNC1

Pickup: 05/13/2023 @ 11:22 AM

ODO:64728Fuel:FULL

Vehicle Condition:

trunkInterior

Other: interior trunk lining missing

Summary of Charges

Estimated Bill-To

GA-KSU MAIN ACCOUNT

Pays:100.0%

Charges	Price/Unit	Total
TIME & DISTANCE 5/13/23-5/20/23	\$400.75 / Week	\$400.75
TIME & DISTANCE 5/20/23-5/22/23	\$58.99 / Day	\$117.98
NO CHARGE DISTANCE 5/13/23-5/22/23	\$0.00 / Mile	\$0.00
RAP		Included
DW/CDW INCLUDED		Included
ADDITIONAL DRIVER	\$0.00 / Day	\$0.00
RENTAL EXCISE TAX (3%)	3%	\$15.70

Subtotal		(\$570.32)
SALES TAX (6%)	6%	\$31.39
VEHICLE LICENSE FEE RECOVERY	\$0.50 / Day	\$4.50

\$ Estimated Renter Charges

Charges	Price/Unit	Total
DAILY RATE:	\$59.49 / Day	
WEEKLY RATE:	\$404.25 / Week	
MONTHLY RATE:	\$1617.00 / Month	
HOURLY RATE:	\$14.87 / Hour	
REFUELING CHARGE	\$5.00 / Gallons	\$0.00
Optional Protection	ns Accepted	

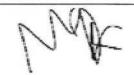
No optional protections accepted.

Optional Protections Declined

No optional protections declined.

Renter Acknowledgement of Accepted and Declined Protections

I acknowledge that I have accepted or declined protections as indicated above.



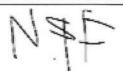
Taxes and Fees

Total Estimated Charge:	\$0.00
15 10 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	

Payments:

Renter Acknowledgement of Charges

I acknowledge that I have reviewed and agree to all Estimated Renter Charges and fees listed on Summary of Charges and further agree to pay for final charges in accordance with the Additional Terms and Conditions of this Contract.



Owner: ENTERPRISE LEASING COMPANY OF GEORGIA, LLC

Additional Drivers

No Additional Drivers are authorized to drive the vehicle with the exception of the drivers listed below. (Additional driver names listed here if applicable)

JOHN MCCRARY

Please keep this Rental Agreement Summary with you in the vehicle during the rental.



Local Addenda

OPTIONAL PRODUCTS NOTICE: WE OFFER FOR AN ADDITIONAL CHARGE THE FOLLOWING OPTIONAL PRODUCTS:

DAMAGE WAIVER, (WHICH MAY ALSO BE KNOWN AS LOSS DAMAGE WAIVER OR COLLISION DAMAGE WAIVER): PERSONAL EFFECTS COVERAGE: SUPPLEMENTAL LIABILITY PROTECTION. ROADSIDE SERVICE PROTECTION AND ROADSIDE ASSISTANCE PROTECTION. BEFORE DECIDING TO PURCHASE ANY OF THESE PRODUCTS, YOU MAY WISH TO DETERMINE WHETHER YOUR PERSONAL INSURANCE, CREDIT CARD OR OTHER COVERAGE PROVIDES YOU PROTECTION **DURING THE RENTAL PERIOD. THE** PURCHASE OF ANY OF THESE PRODUCTS IS NOT REQUIRED TO RENT VEHICLE.

RENTER ACKNOWLEDGEMENT OF LOCAL ADDENDA





目 TERMS AND CONDITIONS

Click to view Additional Terms and Conditions

FORM# 03.26.43.55.56.GA-JK_UC23

RENTER ACKNOWLEDGEMENT OF THE ENTIRE CONTRACT

I, THE "RENTER" BY SIGNING BELOW, HAVE READ AND AGREE TO THE TERMS AND CONDITIONS IN THE ADDITIONAL TERMS AND CONDITIONS, WHICH ARE INCORPORATED BY REFERENCE AS IF FULLY SET FORTH HEREIN, AND THE RENTAL AGREEMENT SUMMARY (COLLECTIVELY, THE ADDITIONAL TERMS AND CONDITIONS AND THE RENTAL AGREEMENT SUMMARY ARE THE "CONTRACT"). BY SIGNING BELOW, I AM AUTHORIZING OWNER TO CHARGE TO THE CREDIT CARD(S) AND/OR DEBIT CARD(S) THAT I HAVE PROVIDED TO OWNER ALL AMOUNTS OWED BY ME UNDER THIS CONTRACT FOR ADVANCE DEPOSITS, INCREMENTAL AUTHORIZATIONS/DEPOSITS, AND OR ANY OTHER AMOUNTS OWED BY ME, AS WELL AS PAYMENTS REFUSED BY A THIRD PARTY TO WHOM BILLING WAS DIRECTED. I ALSO AUTHORIZE OWNER TO RE-INITIATE ANY CHARGE TO MY CARD(S) THAT IS DISHONORED FOR ANY REASON. I CERTIFY THAT THE DRIVER'S LICENSE(S) PRESENTED IS CURRENTLY VALID AND IS NOT SUSPENDED, EXPIRED, REVOKED, CANCELLED OR SURRENDERED. I FURTHER ACKNOWLEDGE AND CONSENT TO THE TERMS AND CONDITIONS SET FORTH IN THE PARAGRAPH WITH THE HEADING "DISPUTE RESOLUTION PROVISION- MANDATORY ARBITRATION AGREEMENT" IN THE ADDITIONAL TERMS AND CONDITIONS. BY SIGNING BELOW RENTER AGREES TO OWNER'S COLLECTION OF INFORMATION ABOUT RENTER'S USE OF VEHICLE AND TEXTING & CALLING TERMS. SEE PARAGRAPHS WITH THE HEADINGS TEXT & CALL AND OWNER'S COLLECTION AND USE OF VEHICLE DATA: RENTER'S USE OF VEHICLES NAVIGATION AND INFOTAINMENT SYSTEMS AND VEHICLE MANUFACTURER APPS IN THE ADDITIONAL TERMS AND CONDITIONS.





Additional Terms and Conditions of the Contract electronically accepted on 5/13/23 at 11:24 AM

	Gas Log IC Comp Total	Breakdown		
Date	Location	Vehicle	Total	Page #
5/13/2023	Bucee's (Calhoun, GA)	Truck	\$67.93	
5/13/2023	Bucee's (Calhoun, GA)	Van 1	\$28.66	
5/13/2023	Bucee's (Calhoun, GA)	Van 2	\$19.70	
5/14/2023	Love's (Corbin, KY)	Truck	\$109.75	
5/14/2023	Love's (Corbin, KY)	Van 1	\$26.70	
5/14/2023	Love's (Corbin, KY)	Van 2	\$27.71	
5/15/2023	Marathon (Anna, OH)	Truck	\$100.00	
5/15/2023	Marathon (Anna, OH)	Van 1	\$32.43	
5/15/2023	Marathon (Anna, OH)	Van 2	\$37.86	
5/15/2023	Sam's Club (Jackson, MI)	Van 1	\$39.90	
5/19/2023	BP/Tim Horton's (Brooklyn, MI)	Van 1	\$52.41	
5/20/2023	Marathon (Brooklyn, MI)	Van 1	\$23.26	
5/20/2023	Marathon (Brooklyn, MI)	Van 2	\$51.50	
5/21/2023	Love's (Dayton, OH)	Truck	\$112.08	
5/21/2023	Love's (Dayton, OH)	Van 1	\$33.07	
5/21/2023	Love's (Dayton, OH)	Van 2	\$51.98	
5/21/2023	Bucee's (Richmond, KY)	Truck	\$52.51	
5/21/2023	Bucee's (Richmond, KY)	Van 1	\$14.83	
5/21/2023	Bucee's (Richmond, KY)	Van 2	\$17.74	
5/21/2023	Pilot (Dalton, GA)	Truck	\$50.00	
5/21/2023	Pilot (Dalton, GA)	Van 1	\$20.00	
5/21/2023	Pilot (Dalton, GA)	Van 2	\$20.00	
	×		\$990.02	

Gas Log IC Comp Vans Breakdown Date Location Vehicle Total Page # 5/13/2023 Bucee's (Calhoun, GA) Van 1 \$28.66 5/13/2023 Bucee's (Calhoun, GA) Van 2 \$19.70 5/14/2023 Love's (Corbin, KY) Van 1 \$26.70 5/14/2023 Love's (Corbin, KY) Van 2 \$27.71 5/15/2023 Marathon (Anna, OH) \$32.43 Van 1 5/15/2023 Marathon (Anna, OH) Van 2 \$37.86 5/15/2023 Sam's Club (Jackson, MI) Van 1 \$39.90 5/19/2023 BP/Tim Horton's (Brooklyn, MI) Van 1 \$52.41 5/20/2023 Marathon (Brooklyn, MI) Van 1 \$23.26 5/20/2023 Marathon (Brooklyn, MI) Van 2 \$51.50 5/21/2023 Love's (Dayton, OH) \$33.07 Van 1 5/21/2023 Love's (Dayton, OH) Van 2 \$51.98 5/21/2023 Bucee's (Richmond, KY) Van 1 \$14.83 5/21/2023 Bucee's (Richmond, KY) Van 2 \$17.74 5/21/2023 Pilot (Dalton, GA) Van 1 \$20.00 5/21/2023 Pilot (Dalton, GA) Van 2 \$20.00

\$497.75

Date	Location	Vehicle	Total	Page #
	Bucee's (Calhoun, GA)	Truck	\$67.93	
5/14/2023	Love's (Corbin, KY)	Truck	\$109.75	
	Marathon (Anna, OH)	Truck	\$100.00	
5/21/2023	Love's (Dayton, OH)	Truck	\$112.08	
5/21/2023	Bucee's (Richmond, KY)	Truck	\$52.51	
5/21/2023	Pilot (Dalton, GA)	Truck	\$50.00	
		•	\$492.27	

Travel Planners International, Inc. 1300 Ridenour Blvd NW Ste 152 Kennesaw, GA 30152 US mchesney@travelplannersintl.com www.travelplannersintl.com

Invoice



BILL TO

KENNESAW STATE UNIVERSITY 1000 CHASTAIN RD KENNESAW, GA 30144

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
KSU Motorsport	06/15/2023	06/15/2023 \$0.00	06/15/2023	Due on receipt	

ACTIVITY		AMOUNT
Hotel KSU Motorsports_Jackson, Michigan_June 12th – June 18th Holiday Inn Express Jackson 3506 O'Neil Drive Queen / 2 Queen Beds Check in: 3pm Check out:11am Room #1, 2 & 3 Confirmation: 43164668 • Heily Oballe Room rate: \$832.50		2,497.50
Hotels:Hotel Prepayment Fee Travel Planners International Fee		150.00
	PAYMENT BALANCE DUE	2,647.50 \$0.00

Budget Request: 2024 Formula SAE Michigan EV - Travel Support

The Society of Automotive Engineers (SAE) hosts several engineering design competitions for college teams to participate in. Our organization participates in Formula SAE, a design competition focused on developing high-performance racing vehicles. We are requesting funds for our annual Formula SAE competition hosted at the Michigan International Speedway. The competition hosts 120 colleges and universities, over 50 sponsoring companies, hundreds of volunteers, and thousands of spectators. My organization designs a vehicle to take and compete at this event every year. So I humbly request assistance covering the cost of travel to and from this competition.

Requested Total	\$5,000.00
Adjusted Total	\$5,000.00
Date Created	Friday, October 13, 2023 1:28:32 PM
Submitted By	Tyler Huggins
Organization	Kennesaw Motorsports - Electric
Status	Submitted on Wednesday, October 25, 2023 4:01:52 PM
Process	Supplemental Budget Request

1 Section, 3 Line Items

Section: 2024 Formula SAE Michigan EV

3 Line Items / \$5,000.00

For each trip entry your RSO is requesting SABAC funding you are required to add a "Travel Support Funding" section to your budget request. You are required to rename each "Travel Support Funding" section to match the Trip Name you previously provided within the "Background" section of the budget request process.

Trips must be itemized and cannot be submitted as a "lump sum." Be sure to provide documentation for each line item expense (e.g. air travel, lodging, rental car, mileage, etc.).

Expenses related to organizational travel off campus. Travel must be for the expressed purpose of representing the RSO and KSU at a local, regional, national, or international conference and/or competition that relates to the purpose of the RSO.

Allowable Expenses- registration costs, lodging costs, travel costs (including airfare, public transit, and mileage reimbursement), parking fees, airport shuttle fees

Prohibited Expenses- food of any kind, materials of any kind (including presentation boards, printing, and clothing), any costs associated with non-students (e.g. staff advisor), sales tax

Spending Limits: \$500 max per student per trip; \$1,500 max per student per fiscal year; \$5,000 max per RSO per fiscal year.

NOTE: Kennesaw State University continues to suspend all current year University-sponsored international and domestic travel. RSOs and departments may submit travel requests as part of SABAC's FY22 annual budget review process. Approval of FY22 travel funds is conditional, and funds may only be released if current travel restrictions are withdrawn.

2024 Formula SAE Michigan EV - Lodging Lodging (651140) (Expense)	1 x \$2,650.00	\$2,650.00
We will require hotel rooms for the entirety of our competition in Michigan. We will require approximately \$2650 to cover 3x hotel rooms priced at \$139 for 6 nights (06/10/24 to 06/16/24) and the travel planner's fee of \$150. See last year's hotel invoice (attached below) for more information.		
Travel_Planner_Invoice_2023 (1).pdf		
2024 Formula SAE Michigan EV - Enterprise Rental Rental Car (651160) (Expense)	2 x \$575.00	\$1,150.00
We require minivans for transport up to Michigan and back. We will be renting two Chrysler Pacifica class minivans from Enterprise starting on Saturday 06/08/2024 and will be returning them on Monday 06/17/2024.		
Enterprise_Rental_Agreement_10N423.pdf		
2024 Formula SAE Michigan EV - Gas Ground Transportation	1 x \$1,200.00	
(651110) (Expense)	1 NO. HOUSE AND AN AND PROPERTY AND	\$1,200.00
(651110) (Expense) Based on our previous trips, we can estimate the total cost for gas will be between \$900-\$1200. I have noted the requested amount to be the upper limit of \$1200 so that we will have enough funds to cover the cost of gas if the pump prices rise before next summer. Attached below is an Excel spreadsheet containing all of the gas purchases, locations, and amounts for the competition we attended last year. We traveled with:		\$1,200.00
(651110) (Expense) Based on our previous trips, we can estimate the total cost for gas will be between \$900-\$1200. I have noted the requested amount to be the upper limit of \$1200 so that we will have enough funds to cover the cost of gas if the pump prices rise before next summer. Attached below is an Excel spreadsheet containing all of the gas purchases, locations, and amounts for the competition we		\$1,200.00

Additional Information

Terms and Conditions

To acknowledge that you have read the section above, please type your name in the box provided

- Tyler Huggins
- Tyler Huggins
- Tyler Huggins
- Tyler Huggins

Organization Information

President's Contact Information

Name - Steven Tubbs

KSU Email - stubbs2@students.kennesaw.edu

Phone Number - 7709884029

Treasurer's Contact Information

Name - Tyler Huggins

KSU Email - thuggin7@students.kennesaw.edu

Phone Number - 4046949037

Advisor's Contact Information

Name - Santana Roberts

KSU Email - srobe157@kennesaw.edu

Phone Number - 4705783712

Does a member or members of your organization intend to attend and provide a presentation of your supplemental funding request during the SABAC meeting in which your request is to be reviewed?

Yes

Has your organization received SABAC funds in either the prior or current academic year for any travel, programs, activities, or events?

Yes

Please indicate the nature of your RSO's request Travel Support Funding

Previous SABAC Funding

Please provide a written statement below demonstrating that your organization effectively utilized the funds that were allocated to it to accomplish the goals for which those funds were awarded.

- Last year, we asked SABAC to assist our organization with travel expenses for our annual competition. Once again, the Formula SAE Michigan Electric competition will be held at the Michigan International Speedway in Brooklyn, MI. Just like years prior, we plan to use the funding to cover lodging and transportation expenses throughout the trip. Since we have traveled to this location before using SABAC funding, we are able to accurately assess the cost of travel prior to the event. A detailed itemized list will be provided with this submission along with supporting documentation from last year's travels.

Travel Support Funding

Please provide a detailed written description or descriptions of the specific travel the RSO intends to sponsor.

- The Society of Automotive Engineers (SAE) hosts several engineering design competitions for college teams to participate in. Our organization participates in Formula SAE, a design competition focused on developing high-performance racing vehicles. We are requesting funds for our annual Formula SAE competition hosted at the Michigan International Speedway. The competition hosts 120 colleges and universities, over 50 sponsoring companies, hundreds of volunteers, and thousands of spectators. My organization designs a vehicle to take and compete at this event every year. So I humbly request assistance covering the cost of travel to and from this competition.

Travel Name

- 2024 Formula SAE Michigan EV - Travel Support

Travel Date(s)

- 06/09/24 to 06/16/24

Travel Location(s)

- Brooklyn, MI

Number of Students Traveling

- 18

Request History

Wednesday, October 25, 2023 4:03:42 PM - Nigel Harris

Audience: Reviewers "Need updated quotes for lodging and vehicle rental.

Need travel distance to calculate mileage reimbursement."

Wednesday, October 25, 2023 4:01:52 PM - Nigel Harris

Status: Moved Forward to: Initial SABAC Review

Friday, October 13, 2023 7:11:07 PM - Tyler Huggins

Status: Submitted

Friday, October 13, 2023 1:50:55 PM - Tyler Huggins

Status: Withdrawn

Friday, October 13, 2023 1:49:36 PM - Tyler Huggins

Status: Submitted

Travel Planners International, Inc. 1300 Ridenour Blvd NW Ste 152

Kennesaw, GA 30152 US mchesney@travelplannersintl.com www.travelplannersintl.com

BILL TO

KENNESAW STATE UNIVERSITY 1000 CHASTAIN RD KENNESAW, GA 30144

Invoice



INVOICE#	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
KSU Motorsport	06/15/2023	\$0.00	06/15/2023	Due on receipt	

ACTIVITY		AMOUNT
Hotel KSU Motorsports_Jackson, Michigan_June 12th – June 18th Holiday Inn Express Jackson 3506 O'Neil Drive Queen / 2 Queen Beds Check in: 3pm Check out:11am Room #1, 2 & 3 Confirmation: 43164668 • Heily Oballe Room rate: \$832.50		2,497.50
Hotels:Hotel Prepayment Fee Travel Planners International Fee		150.00
	PAYMENT BALANCE DUE	2,647.50 \$0.00



Rental Agreement Summary

RA#: 10N423

Renter: JOHN MCCRARY **GA-KSU MAIN ACCOUNT** Billing Cycle: 24-HOUR



Dates & Times



Pick up

Saturday, June 10, 2023 11:22 AM

Start Charges:

Saturday, June 10, 2023 11:22 AM

2202 COBB PARKWAY NW **BLDG 100** KENNESAW, GA 30152-3630

Anticipated Return

2202 COBB PARKWAY

NW

Monday, June 19, 2023 1:30 AM

BLDG 100 KENNESAW, GA 30152-3630 (770) 420-3324

(770) 420-3324

Vehicle

2022 CHRY PACI OTOL GRAY DK

License: GA CFA6774

VIN: 2C4RC1BG4NR136658

Vehicle: 7VW9FC

Pickup:

06/10/2023 @ 11:22 AM

ODO:3953@Fuel:FULL

Vehicle Condition:

rightRearDoor

scratch:

scratch: passenger rear door scratch



Summary of Charges



Estimated Bill-To

GA-KSU MAIN ACCOUNT

Pays:100.0%

Charges	Price/Unit	Total
TIME & DISTANCE 6/10/23-6/17/23	\$400.75 / Week	\$400.75
TIME & DISTANCE	\$59.00 / Dave	2447.00
6/17/23-6/19/23	\$58.99 / Day	\$117.98
NO CHARGE		
DISTANCE	\$0.00 / Mile	\$0.00
6/10/23-6/19/23		
DW/CDW INCLUDED		Included
RAP		Included
ADDITIONAL DRIVER		Waived

VEHICLE LICENSE FEE RECOVERY	\$0.50 / Day	\$4.50
RENTAL EXCISE TAX (3%)	3%	\$15.70
SALES TAX (6%)	6%	\$31.39
Subtotal		(\$570.32)

S Estimated Renter Charges

Price/Unit	Total
\$59.49 / Day	
\$404.25 / Week	
\$1617.00 / Month	
\$14.87 / Hour	
\$4.94 / Gallons	\$0.00
	\$59.49 / Day \$404.25 / Week \$1617.00 / Month \$14.87 / Hour

Optional Protections Accepted

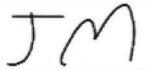
No optional protections accepted.

Optional Protections Declined

No optional protections declined.

Renter Acknowledgement of Accepted and Declined

I acknowledge that I have accepted or declined protections as indicated above.



Taxes and Fees

Total Estimated Charge:	\$0.00

Payments:

Renter Acknowledgement of Charges

I acknowledge that I have reviewed and agree to all Estimated Renter Charges and fees listed on Summary of Charges and further agree to pay for final charges in accordance with the Additional Terms and Conditions of this Contract.



Owner: ENTERPRISE LEASING COMPANY OF GEORGIA, LLC

Additional Drivers

No Additional Drivers are authorized to drive the vehicle with the exception of the drivers listed below. (Additional driver names listed here if applicable)

NATHAN T FAIRLIE

Please keep this Rental Agreement Summary with you in the vehicle during the rental.



Local Addenda

OPTIONAL PRODUCTS NOTICE: WE OFFER FOR AN ADDITIONAL CHARGE THE FOLLOWING OPTIONAL PRODUCTS: DAMAGE WAIVER, (WHICH MAY ALSO BE KNOWN AS LOSS DAMAGE WAIVER OR COLLISION DAMAGE WAIVER): PERSONAL EFFECTS COVERAGE: SUPPLEMENTAL LIABILITY PROTECTION, ROADSIDE SERVICE PROTECTION AND ROADSIDE ASSISTANCE PROTECTION. BEFORE DECIDING TO PURCHASE ANY OF THESE PRODUCTS, YOU MAY WISH TO **DETERMINE WHETHER YOUR PERSONAL** INSURANCE, CREDIT CARD OR OTHER **COVERAGE PROVIDES YOU PROTECTION** DURING THE RENTAL PERIOD. THE PURCHASE OF ANY OF THESE PRODUCTS IS NOT REQUIRED TO RENT VEHICLE.

RENTER ACKNOWLEDGEMENT OF LOCAL ADDENDA



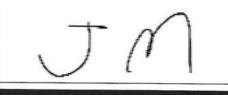
TERMS AND CONDITIONS

Click to view Additional Terms and Conditions

FORM# 03.26.43.55.56.GA-JK_UC23

RENTER ACKNOWLEDGEMENT OF THE ENTIRE CONTRACT

I, THE "RENTER" BY SIGNING BELOW, HAVE READ AND AGREE TO THE TERMS AND CONDITIONS IN THE ADDITIONAL TERMS AND CONDITIONS, WHICH ARE INCORPORATED BY REFERENCE AS IF FULLY SET FORTH HEREIN, AND THE RENTAL AGREEMENT SUMMARY (COLLECTIVELY, THE ADDITIONAL TERMS AND CONDITIONS AND THE RENTAL AGREEMENT SUMMARY ARE THE "CONTRACT"), BY SIGNING BELOW, I AM AUTHORIZING OWNER TO CHARGE TO THE CREDIT CARD(S) AND/OR DEBIT CARD(S) THAT I HAVE PROVIDED TO OWNER ALL AMOUNTS OWED BY ME UNDER THIS CONTRACT FOR ADVANCE DEPOSITS, INCREMENTAL AUTHORIZATIONS/DEPOSITS, AND OR ANY OTHER AMOUNTS OWED BY ME, AS WELL AS PAYMENTS REFUSED BY A THIRD PARTY TO WHOM BILLING WAS DIRECTED. I ALSO AUTHORIZE OWNER TO RE-INITIATE ANY CHARGE TO MY CARD(S) THAT IS DISHONORED FOR ANY REASON, I CERTIFY THAT THE DRIVER'S LICENSE(S) PRESENTED IS CURRENTLY VALID AND IS NOT SUSPENDED, EXPIRED, REVOKED, CANCELLED OR SURRENDERED. I FURTHER ACKNOWLEDGE AND CONSENT TO THE TERMS AND CONDITIONS SET FORTH IN THE PARAGRAPH WITH THE HEADING "DISPUTE RESOLUTION PROVISION: MANDATORY ARBITRATION AGREEMENT" IN THE ADDITIONAL TERMS AND CONDITIONS. BY SIGNING BELOW RENTER AGREES TO OWNER'S COLLECTION OF INFORMATION ABOUT RENTER'S USE OF VEHICLE AND TEXTING & CALLING TERMS. SEE PARAGRAPHS WITH THE HEADINGS TEXT & CALL AND OWNER'S COLLECTION AND USE OF VEHICLE DATA: RENTER'S USE OF VEHICLES NAVIGATION AND INFOTAINMENT SYSTEMS AND VEHICLE MANUFACTURER APPS IN THE ADDITIONAL TERMS AND CONDITIONS.





10042

Additional Terms and Conditions of the Contract electronically accepted on 6/10/23 at 11:23 AM

	Gas Log EV Comp Total	Breakdowr		
Date	Location	Vehicle	Total	Page #
6/11/2023	Bucee's (Calhoun, GA)	Truck	\$82.84	Page 1
6/11/2023	Bucee's (Calhoun, GA)	Van 1	1.111931331-1131-13	Page 1
6/11/2023	Bucee's (Calhoun, GA)	Van 2	\$43.69	Page 2
	Love's (Corbin, KY)	Truck	\$101.38	
6/12/2023	Love's (Corbin, KY)	Van 1		Page 3
6/12/2023	Love's (Corbin, KY)	Van 2	\$26.10	Page 3
6/12/2023	Speedy Café (Sidney, OH)	Truck	\$100.00	
	Speedy Café (Sidney, OH)	Van 1	\$35.79	Page 4
6/12/2023	Speedy Café (Sidney, OH)	Van 2		Page 5
6/12/2023	BP (Jackson, MI)	Truck		Page 5
6/12/2023	BP (Jackson, MI)	Van 1		Page 6
6/12/2023	BP (Jackson, MI)	Van 2		Page 6
6/15/2023	BP (Jackson, MI)	Van 1		Page 7
6/15/2023	BP (Jackson, MI)	Van 2		Page 7
6/20/2023	Mobil (Brooklyn, MI)	Van 1		Page 8
6/21/2023	Meijer Express (Jackson, MI)	Truck		Page 8
6/21/2023	Meijer Express (Jackson, MI)	Van 1		Page 9
6/21/2023	Meijer Express (Jackson, MI)	Van 2		Page 9
6/21/2023	Love's (Dayton, OH)	Truck	\$104.70	
6/21/2023	Love's (Dayton, OH)	Van 1		Page 10
6/21/2023	Love's (Dayton, OH)	Van 2		Page 11
6/21/2023	Love's (Corbin, KY)	Truck		Page 11
6/21/2023	Love's (Corbin, KY)	Van 1		Page 12
6/21/2023	Love's (Corbin, KY)	Van 2		Page 12
		•	\$1 242 11	

\$1,242.11

	Gas Log EV Comp Va	ans Only		
Date	Location	Vehicle	Total	Page #
	Bucee's (Calhoun, GA)	Van 1	\$10.86	Page 1
6/11/2023	Bucee's (Calhoun, GA)	Van 2	\$43.69	Page 1
6/12/2023	Love's (Corbin, KY)	Van 1	\$27.11	Page 2
6/12/2023	Love's (Corbin, KY)	Van 2	\$26.10	Page 2
6/12/2023	Speedy Café (Sidney, OH)	Van 1	\$35.79	Page 3
6/12/2023	Speedy Café (Sidney, OH)	Van 2	\$37.77	Page 3
6/12/2023	BP (Jackson, MI)	Van 1	\$19.62	Page 4
6/12/2023	BP (Jackson, MI)	Van 2	\$27.81	Page 4
6/15/2023	BP (Jackson, MI)	Van 1	\$55.01	Page 5
6/15/2023	BP (Jackson, MI)	Van 2	\$39.01	Page 5
6/20/2023	Mobil (Brooklyn, MI)	Van 1	\$54.21	Page 6
6/21/2023	Meijer Express (Jackson, MI)	Van 1	\$25.48	Page 6
6/21/2023	Meijer Express (Jackson, MI)	Van 2	\$54.73	Page 7
6/21/2023	Love's (Dayton, OH)	Van 1	\$31.15	Page 7
6/21/2023	Love's (Dayton, OH)	Van 2	\$29.82	Page 8
6/21/2023	Love's (Corbin, KY)	Van 1		Page 8
6/21/2023	Love's (Corbin, KY)	Van 2	\$30.57	Page 9

\$583.62

Date	Location	Vehicle	Total	Page #
	Bucee's (Calhoun, GA)	Truck	\$82.84	
	Love's (Corbin, KY)	Truck	\$101.38	N/A
6/12/2023	Speedy Café (Sidney, OH)	Truck	\$100.00	31.00
6/12/2023	BP (Jackson, MI)	Truck	\$83.04	
6/21/2023	Meijer Express (Jackson, MI)	Truck	\$96.31	
	Love's (Dayton, OH)	Truck	\$104.70	
6/21/2023	Love's (Corbin, KY)	Truck	\$90.22	550 May 2000
			\$658.49	

Budget Request: Proposal for Guest Speaker and Workshop with Comic Book Letterer Matty Ryan

I am writing to request funding and support from the Student Activities Committee to host a captivating event for the House of Owllustrators Illustration club at Kennesaw State University. We aim to bring the professional comic book letterer, Mr. Matty Ryan, to our campus on November 30th, 2023. This event will consist of a one-hour lecture on comic book lettering followed by an interactive workshop. We are excited to present this opportunity to our students and believe it will significantly enhance their skills and knowledge in the field of illustration. Event Details:

□ Date: November 30th, 2023□ Time: 6:30pm-9:30pm

☐ Venue: Room 115 Visual Arts Building

Requested Total	\$1,500.00
Adjusted Total	\$1,500.00
Date Created	Monday, October 2, 2023 12:09:42 AM
Submitted By	Aria Leinberger
Organization	House of Owllustrators
Status	Submitted on Wednesday, October 25, 2023 4:04:10 PM
Process	Department Supplemental Funding Request

4 Sections, 3 Line Items

Section: Program, Events, & Activities

1 Line Item / \$200.00

Please add a line item for each program, event, or activity expense being requested.

Program Marketing Programs, Events, & Activities (Expense)	1 x \$200.00	\$200.00
Posters and flyers will be made focused around the event to be put up around campus. Flyers will additionally be handed out on the green. The poster information will also be posted on the Instagram for School of Art and Design as well as the Instagram for the club House of Owllustrators.		

Section: Travel Support Funding

Please add a line item for your type of travel support.

Section: Operating Expenses

1 Line Item / \$300.00

Please add a line item for each operating expense.

Workshop material and supplies Operating Expenses (Exper	nse)
For the workshop, we will need large pieces of paper for s	tudents

1 x \$300.00

\$300.00

to work on individually. Additionally, we will need to provide students with supplies to draw with such as pencils and ink.

Section: Personnel Services

1 Line Item / \$1,000.00

Please add a line item for each personnel service.

× \$1,000.00 \$1,000.00	Speaker Matty Ryan Personnel Services (Expense)
2.0	We kindly request funding in the amount of \$1,000 to cover Mr.
	Matty
	Ryan's speaking fee. Mr. Ryan is a renowned professional in the field of comic book lettering, and his expertise will provide our
	students with a unique learning experience that will benefit them in
	their future careers.
	Invoice 01 (1).pdf

Additional Information

Acknowledgement

To acknowledge that you have read the section above, please type your name in the box provided

- Aria Leinberger
- Aria Leinberger

Request Details

Please include the name and email of any other individuals you would like included in communications about this supplemental budget request

- Ainsley Sexton asexto17@students.kennesaw.edu

Does a member or members of your department intend to attend and provide a presentation of your supplemental funding request during the SABAC meeting in which your request is to be reviewed?

Yes

Has your department received SABAC funds in either the prior or current academic year for any travel, programs, activities, events, operations, or personnel?

Yes

Please indicate the nature of your department's request. Please select all that apply: Program, Events, and/or Activities

Program, Events, & Activities Funding

Program Name

- Guest Speaker and Workshop

Proposed location(s) of program

- Room 115 Visual Arts Building

Proposed date(s) of program

- November 30th, 2023

Please provide a detailed written description or descriptions of the specific programs, activities, or events the department intends to sponsor.

- 1.Lecture (1 Hour): Matty Ryan will deliver an engaging lecture on the art and craft of comic book lettering. His extensive experience in the industry will provide valuable insights and tips for our students who aspire to become skilled illustrators. 2. Workshop (2 Hours): Following the lecture, Mr. Ryan will conduct a hands-on workshop where attending students will have the opportunity to apply the concepts discussed in the lecture. This workshop will require the use of computers; therefore, we request that Room 102A and 102B of the Visual Arts Building be reserved for this purpose.

Anticipated Number of Student Participants

- 50

Anticipated Number of Staff/Faculty Participants

Anticipated Number of Off Campus Participants - 0

Request History

Wednesday, October 25, 2023 4:06:25 PM - Nigel Harris

Audience: Requesters And Reviewers "Need a quote on marketing materials and promotional."

Wednesday, October 25, 2023 4:04:10 PM - Nigel Harris

Status: Moved Forward to: Initial SABAC Review

Friday, October 13, 2023 11:37:49 PM - Aria Leinberger

Status: Submitted