

## SASFAC Submission : Entry # 1269

### Contact Information

#### Organization

Stamford SGA

#### Campus Address of Office

1 University Pl  
Stamford, Connecticut 06901  
United States  
[Map It](#)

#### Campus Phone Number of Office

(203) 251-8400

#### Organization Website

<https://sga.stamford.uconn.edu/>

#### Organization Social Media Information

Instagram: uconn.stamford.sga  
Twitter: stamfordsga  
YouTube: UConn Stamford  
LinkedIn: UConn Stamford Student Government Association  
TikTok: uconnstamfordsga

#### Organization History and Mission

##### History/Mission of the Organization

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**History**

The UConn Stamford Student Government Association (SGA) was founded in 1963. The organization’s founders formed the Association, established a constitution, and elected officers to act as a liaison between undergraduate students and the school’s administration. Since 1963, the association has grown from a 9-member organization to a thriving association of diverse student leaders that plan, organize, and execute programming and events for the student body to enrich each student’s experience at our campus. Through our programming, SGA strives to build on UConn Stamford’s strong sense of community and tradition. In assisting with the organization’s operations, students who are active in SGA develop leadership, management, and organizational skills. SGA provides funds for its wide range of programming and events by use of the Student Activity Fee which undergraduate students pay each semester. In addition, 30% of the Student Activity Fees collected is reserved for Registered Student Organizations (RSOs), who may use these funds when planning events and activities that are open to the student body.

**Mission Statement**

The mission of the UConn Stamford Student Government Association is:

- a. To represent the interests of the student body to the campus’s administration
- b. To represent the interests of the student body to the UConn Stamford community
- c. To develop and fund extracurricular programming for the campus
- d. To hold events and organize activities that will benefit the Association
- e. To supervise all student activities that are funded by the Association
- f. To provide events and space to promote growth and connection within the UConn Stamford community
- g. To promote cooperation and support between all University of Connecticut campuses.
- h. To act in a way that represents the Association as a whole

**Revenue**

**Is your Organization seeking a fee increase?**

No

**Does your Organization receive income from any source other than student fees?**

No

**Organization Structure and Payroll**

**Organizational Chart and Supplemental Excel Sheet**

- [Organization-Chart.pdf](#)

**Please indicate which positions (if any) are currently held by non-students.**

N/A

**Does your Organization pay any elected or appointed student leaders?**

No

**Does your Organization pay any non-student staff?**

No

**Activity Participation**

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### Who is eligible to participate in your activities?

- Undergraduate students of a specific campus
- All undergraduate students across all campuses

### Please describe how students (number and/or percentage) utilize your services and/or participate in your activities?

The Student Government Association (SGA) uses its funds primarily on event programming for the undergraduate student body. From the Student Activity Fees 30% is set aside for use by Tier-II RSOs that need funding for events, equipment, and activities in accordance with their own mission statements. The remaining 70% is used for SGA's own programming and operating costs.

### Please upload your Organization's Quickbooks Profit & Loss Report Standard Last Fiscal Year (FY 21)

- [SFAC-22-1.xlsx](#)

### Please upload your Organization's FY 22 Budget

- [Operating-Budget-Template-1-1-1.xlsx](#)

### Please upload your Organization's Quickbooks Profit & Loss Report Standard Last Fiscal Quarter (FY 22 July 1-Sept 30)

- [SFAC-22-11.xlsx](#)

## Expenditures

### Briefly describe the programs and services you provide for your constituents that serve as the primary focus of your Organization.

The Student Government Association (SGA) uses its funds primarily on event programming for the undergraduate student body. From the Student Activity Fees 30% is set aside for use by Tier-II RSOs that need funding for events, equipment, and activities in accordance with their own mission statements. The remaining 70% is used for SGA's own programming and operating costs.

#### SGA Programming Highlights

##### Event Programming

Year-round, Student Government hosts events and activities for the benefit of all fee-paying students on campus and off-campus. On-campus events usually include our featured events (which are novelty events) and special events like Karaoke, De-Stress Day, Finals Breakfast or bi-weekly movie nights, and holiday events like Thanksgiving drive/dinner, Fall Fest (a variant of Halloween), or Valentine's Day. Off-campus events usually include things like Six Flags and Ice Skating.

##### Welcome Week (Fall and Spring)

At the start of the Fall and Spring semesters, our programming board makes an effort to plan a number of big-ticket events to attract students into joining our organization but as a way of welcoming them back to the campus. Welcome Week in the fall included Stuff a Husky, Food Trucks, Karaoke, and a Drive-in Movie, and had a budget of \$30,000. For Spring Welcome Week, we budgeted for \$20,000 and have 4 days planned for large-scale events. The spring semester is less than the fall semester since there are not as many new students attending these events and activities and enrolling.

##### Off-campus Programming

Allocated more funds for new off-campus programming, such as a soccer outing and a trip to a haunted house, as well as previous/traditional off-campus programming, such as ice skating, movie nights, and Six Flags.

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### Large-Scale Programming

Structured budget to offer larger and more quality programming , anticipating spending more than our expected fee-money, which will allow us to spend into the reserve. Examples include more Welcome Week events, a larger-scale Halloween Fall Fest event (with a mechanical pumpkin), DIY Pottery, Finals De-Stress week (including pet therapy and plate smashing), and Grab/Go events (such as a Self-Care Day with lava bead bracelets and a DIY Tote Bag event).

### Administrative Program Costs

We do a number of marketing for our events, the bulk of which includes the use of our Canva Pro subscription. This is an online platform that is used for the creation of graphics and posters for use by our RSOs and Student Government Marketing Team. We also utilize platforms such as Loomly, a marketing tool capable of publishing social media content across a myriad of social media hubs uniformly, and Linktree, an application that we use for the consolidation of all links for our activities in one place for the ease of all of our students.

### RSO Programming Highlights

Thirty percent of our current funds are set aside to Registered Student Organizations (RSOs). Funds for RSOs are allocated on a first-come, first-serve basis—provided that the event/purchase is an appropriate expense and that the event/purchase is available to the student body at large.

It should be noted that the RSOs are returning from the Pandemic with a lower activity rate, and are thus requesting less than they were prior to COVID. We are hoping that we will have an increase in their requests in the Spring, however we do not anticipate that they will use their allocated 30% in the Fall.

We currently have 36 Registered Student Organizations, excluding SGA. Tier-I organizations are not eligible to receive funding from SGA. Tier-II organizations may be eligible to receive funding from SGA.

#### Tier I Organizations

- ? African Student Association
- ? Book Club
- ? CEIN/BS Nursing
- ? College Democrats
- ? College Republicans
- ? Data Analytics Club
- ? Entrepreneurship Club
- ? Google Developer Student Club
- ? Huskies in Christ
- ? Management Club
- ? Muslim Student Association
- ? Nutrition & Wellness Club
- ? Outlets
- ? Psychology Club
- ? Society of Women Engineers
- ? Spectrum
- ? Video Game Club

#### Tier II Organizations

- ? Financial Management Club
- ? History Club
- ? Huskies for Charity
- ? Indian Student Association
- ? Multicultural Club
- ? Politics Club, UConn
- ? Stamford Exploration Club
- ? LatinX

**SASFAC Submission : Entry # 1269**

Tier III Organizations  
? Student Government Association

A few programming highlights from this Fall 2021 semester include:  
? Huskies for Charity: Color Run and Breast Cancer Awareness Events  
? Indian Student Association: Diwali Party  
? LatinX: Noche De Baile  
? Financial Management Club: Prizes for MarketWatch Challenge  
? African Student Association: Fashion Show

**What are the top 3 expenditure categories for your Organization?**

- 608.2- Refreshments-Events/Programs
- 615.2- Contractual Services- Events/Programs
- 622.2- Entry Fees

**As a governance Organization which funds Tier 2 RSOs, what is the approximate ratio of dollars used for your own activities vs funding? Please provide a rationale for this ratio.**

Of the total of the Student Activity Fee, 70% of the fee is allocated to Student Government programming and the remaining 30% is set aside for RSOs organizations that we fund for their programming.

\*Take note:  
? This is our allocated budget percentage that we plan on spending each semester. Due to lack of information, we are unsure if these top three expense categories for Student Government are the same top three expense categories for the RSOs.  
? The actual amount spent by RSOS may be less, because the transition to online events has caused a decrease in club involvement and spending

**What are the top 3 expenditure categories for your Organization's funding of Tier 2 RSO's?**

- 608.2- Refreshments-Events/Programs
- 615.2- Contractual Services- Events/Programs
- 622.2- Entry Fees

**Please explain significant changes in the operating budget (spending plan) for this fiscal year starting 7/1/21 when compared to the previous years budget. What are the short-term goals for the organization?**

This fiscal year, the organization has increased our allocation for various types of individual programming, such as Welcome Week, in order to provide better programming. We have also increased the number of programs (featured events), and have added more funding to movie nights/off-campus events. All of this has been in an effort to increase our spending to reduce the reserve, while also improving the quality of events. The short-term goals for our organization is to try and spend everything we have allocated for. In order to do this, SGA plans to compensate with programming that offsets what RSOs are currently not spending.

**What (if any) are the timing anomalies with regard to the reported income/expenditures?**

N/A

**Fund Balance**

**If your Organization should carry over funds from one year to the next, what is the ideal (minimum) level of that fund balance and what is the justification for that amount?**

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The answer to this question depends on our current reserve fund balance, which is about \$125,000.00  
The ideal minimum level of that fund balance should be around \$50,000.00 so that we have a healthy balance between efficient spending, while also having a cushion for future spending for our Organization.  
This reflects a healthy model for our Organization

**If your organization is carrying a fund balance above the ideal/minimum level - what planned expenditures are budgeted (in which upcoming fiscal year)with the intention to bring down the fund balance to ideal levels?**

This summer, SGA made more allocations for budgeting so that we could spend more into the reserve, and provide more quality and a greater variety of programming.  
We did this through changes such as increasing our allocation for various types of individual programming, in order to provide a higher quality of programming. In addition, we increased the number of programs by offering more featured events, and also increased funding for movie nights as well as off-campus events. With this, our organization is attempting to spend everything we have allocated for. In order to do so, SGA plans to compensate with programming that offsets what RSOs are currently not spending.  
All of the plans described above will promote our organization’s efforts to spend more into our reserve.

**Projections and Future**

**Please upload your Organization's FY 23 and FY 24 Budget Projections**

- [SFAC-FY-23-and-24.xlsx](#)

**What are your Organizational priorities that are reflected in your projected budgets for the next two fiscal years?**

Our greatest priority as an organization, as reflected in our projected budgets for the next two fiscal years, is to find momentum again after any setbacks we may have experienced due to the pandemic and online programming.  
  
As described previously, SGA has allocated for budgeting that will enable us to provide a greater quality and quantity of programming, while also spending more into our reserve. With the changes made this previous summer (such as increasing our allocation for various types of individual programming, increasing the number of programs by offering more featured events, and increasing funding for movie nights / off-campus events), SGA plans to move forward in continuing to use the changes we made in the future (in FY 23 and FY 24).  
  
In doing so, our organization is, once again, attempting to spend everything we have allocated for, compensate to offset what RSOs are currently not spending, and promote efforts to spend more into the reserve

**Is there any additional information that the Committee should be aware of when reviewing your budget documentation?**

A number of our RSOs preceding remote learning were thoroughly involved in spending a large chunk of the funds that were set aside for them by our organization, putting us in a relatively good place financially. Following our transition from remote to in person learning, a number of RSOs active in years past have either since disbanded due to graduation status or lack of common interest, leaving us with a surplus of funds from the relatively minimal amount spent on their behalf (and ours) during remote learning

**Date the Organization will be holding (or already held) a public budget forum:**

12/02/2021

**Have you received TSOS comments and had an opportunity to amend or edit your submission?**

Yes

**Date that TSOS comments were recieved**

02/16/2022

**SASFAC Submission : Entry # 1269**

**Date of formal Organization Budget vote**

12/09/2021

**Please upload a copy of your meeting minutes reflecting an affirmative SASFAC vote.**

- [2021-12-9-Stamford-SGA-Minutes-1.pdf](#)

# **Student Activity and Service Fee Advisory Committee**

## **Fact Sheet**

ORGANIZATION: UConn Stamford Student Government Association

### A. Organization Contact Information

1. Campus Address: 1 University Place, Stamford, CT 06901
2. Campus Phone number: (203) 251-8400
3. Organization Web address: [www.sga.stamford.uconn.edu](http://www.sga.stamford.uconn.edu)

### B. History/Mission of Organization

#### 1. History

The UConn Stamford Student Government Association (SGA) was founded in 1963. The organization's founders formed the Association, established a constitution, and elected officers to act as a liaison between undergraduate students and the school's administration. Since 1963, the association has grown from a 9-member organization to a thriving association of diverse student leaders that plan, organize, and execute programming and events for the student body to enrich each student's experience at our campus. Through our programming, SGA strives to build on UConn Stamford's strong sense of community and tradition. In assisting with the organization's operations, students who are active in SGA develop leadership, management, and organizational skills. SGA provides funds for its wide range of programming and events by use of the Student Activity Fee which undergraduate students pay each semester. In addition, 30% of the Student Activity Fees collected is reserved for Registered Student Organizations (RSOs), who may use these funds when planning events and activities that are open to the student body.

#### 2. Mission Statement

The mission of the UConn Stamford Student Government Association is:

- a. To represent the interests of the student body to the campus's administration
- b. To represent the interests of the student body to the UConn Stamford community
- c. To develop and fund extracurricular programming for the campus
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- h. To act in a way that represents the Association as a whole



C. Student Fees – dollar amount students pay per year (non-COVID)

Fee-paying students pay \$40.00 each semester, for a total of \$80.00 per academic year.

D. Eligible Participants – what students may participate in your activities?

While events are open to the entire campus community, the primary audience for our events is the fee-paying undergraduate students.

E. Governance (please identify the governance structure of your organization and identify those who are students and those who are not students)

1. Executive Officers (Fall 2021)

- a. President: Chinedu Nkwo (Student)
- b. Vice President: Sabrina Uva (Student)
- c. Chief Financial Officer: Alyssa Pelletier (Student)
- d. Chief Administrative Officer: Anejah McLaurin (Student)

Executive Officers (Spring 2022)

- a. President: Sabrina Uva (Student)
- b. Vice President: Nahum Valiente (Student)
- c. Chief Financial Officer: Alyssa Pelletier (Student)
- d. Chief Administrative Officer: TBD

2. Programming Directors

- a. Nahum Valiente (Student)
- b. Miraal Maqsood (Student)
- c. Jennifer Criollo (Student)

3. Marketing Directors

- a. Alexis Pollock (Student)
- b. Emily Cervantes (Student)
- c. Jennifer Collantes (Student)
- d. Mary Attah-Agyeman (Student)
- e. Haley Guerrero (Student)

4. Paid Positions

- a. Our organization does not have paid positions. All students who participate in SGA do so without any payment from the SGA or UConn expect reimbursement for event-related purchases.

# Stamford Activity Fund

## Budget Narrative Questions

Please answer the following questions in support of your budget proposal:

### 1. Briefly describe the programs and services you provide for your constituents that serve as the primary focus of your Organization.

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##### Event Programming

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##### Welcome Week (Fall and Spring)

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##### Off-campus Programming

Allocated more funds for new off-campus programming, such as a soccer outing and a trip to a haunted house, as well as previous/traditional off-campus programming, such as ice skating, movie nights, and Six Flags.

##### Large-Scale Programming

Structured budget to offer larger and more quality programming, anticipating spending more than our expected fee-money, which will allow us to spend into the reserve. Examples include more Welcome Week events, a larger-scale Halloween Fall Fest event (with a mechanical pumpkin), DIY Pottery, Finals De-Stress week (including pet therapy and plate smashing), and Grab/Go events (such as a Self-Care Day with lava bead bracelets and a DIY Tote Bag event).

## Administrative Program Costs

We do a number of marketing for our events, the bulk of which includes the use of our Canva Pro subscription. This is an online platform that is used for the creation of graphics and posters for use by our RSOs and Student Government Marketing Team. We also utilize platforms such as *Loomly*, a marketing tool capable of publishing social media content across a myriad of social media hubs uniformly, and *Linktree*, an application that we use for the consolidation of all links for our activities in one place for the ease of all of our students.

## RSO Programming Highlights

Thirty percent of our current funds are set aside to Registered Student Organizations (RSOs). Funds for RSOs are allocated on a first-come, first-serve basis—provided that the event/purchase is an appropriate expense and that the event/purchase is available to the student body at large.

It should be noted that the RSOs are returning from the Pandemic with a lower activity rate, and are thus requesting less than they were prior to COVID. We are hoping that we will have an increase in their requests in the Spring, however we do not anticipate that they will use their allocated 30% in the Fall.

We currently have 36 Registered Student Organizations, excluding SGA. Tier-I organizations are not eligible to receive funding from SGA. Tier-II organizations may be eligible to receive funding from SGA.

### Tier I Organizations

- African Student Association
- Book Club
- CEIN/BS Nursing
- College Democrats
- College Republicans
- Data Analytics Club
- Entrepreneurship Club
- Google Developer Student Club
- Huskies in Christ
- Management Club
- Muslim Student Association
- Nutrition & Wellness Club
- Outlets
- Psychology Club
- Society of Women Engineers
- Spectrum
- Video Game Club

### Tier II Organizations

- Financial Management Club
- History Club
- Huskies for Charity
- Indian Student Association
- Multicultural Club
- Politics Club, UConn
- Stamford Exploration Club
- LatinX

### Tier III Organizations

- Student Government Association

### **A few programming highlights from this Fall 2021 semester include:**

- Huskies for Charity: Color Run and Breast Cancer Awareness Events
- Indian Student Association: Diwali Party
- LatinX: Noche De Baile
- Financial Management Club: Prizes for MarketWatch Challenge
- African Student Association: Fashion Show

## **2. Top 3 expenditure categories:**

The top expenditure categories are the following:

- (622.2) Entry Fees
- (615.2) Contractual Services - Events/Programs
- (608.2) Refreshments - Events/Programs

## **3. For governance groups: percentage of funds used on funding vs. your own Org's activities, and top 3 funding expenditure categories.**

Of the total of the Student Activity Fee, 70% of the fee is allocated to Student Government programming and the remaining 30% is set aside for RSOs organizations that we fund for their programming.

### **\*Take note:**

- This is our allocated budget percentage that we plan on spending each semester. Due to lack of information, we are unsure if these top three expense categories for Student Government are the same top three expense categories for the RSOs.
- The actual amount spent by RSOS may be less, because the transition to online events has caused a decrease in club involvement and spending.

The top expenditure categories are the following:

- (622.2) Entry Fees
- (615.2) Contractual Services - Events/Programs
- (608.2) Refreshments - Events/Programs

## **4. Please explain significant changes in the operating budget (spending plan) for this fiscal year starting 7/1/21 when compared to the previous years budget. What are the short-term goals for the organization?**

This fiscal year, the organization has increased our allocation for various types of individual programming, such as Welcome Week, in order to provide better programming. We have also increased the number of programs (featured events), and have added more funding to movie nights/off-campus events. All of this has been in an effort to increase our spending to reduce the reserve, while also improving the quality of events.

The short-term goals for our organization is to try and spend everything we have allocated for. In order to do this, SGA plans to compensate with programming that offsets what RSOs are currently not spending.

## **5. What (if any) are the timing anomalies with regard to the reported income/expenditures?**

N/A

## **6. If your Organization should carry over funds from one year to the next, what is the ideal (minimum) level of that fund balance and what is the justification for that amount?**

The answer to this question depends on our current reserve fund balance, which is about \$125,000.00

The ideal minimum level of that fund balance should be around \$50,000.00 so that we have a healthy balance between efficient spending, while also having a cushion for future spending for our Organization.

This reflects a healthy model for our Organization.

**7. If your organization is carrying a fund balance above the ideal/minimum level - what planned expenditures are budgeted (in which upcoming fiscal year) with the intention to bring down the fund balance to ideal levels?**

This summer, SGA made more allocations for budgeting so that we could spend more into the reserve, and provide more quality and a greater variety of programming.

We did this through changes such as increasing our allocation for various types of individual programming, in order to provide a higher quality of programming. In addition, we increased the number of programs by offering more featured events, and also increased funding for movie nights as well as off-campus events. With this, our organization is attempting to spend everything we have allocated for. In order to do so, SGA plans to compensate with programming that offsets what RSOs are currently not spending.

All of the plans described above will promote our organization's efforts to spend more into our reserve.

**8. If requesting an increase ONLY, Please provide a brief justification for why a fee increase is being requested, including what your Org has done to maximize revenues and minimize expenditures that has brought you to this request.**

N/A

**9. Is there any additional information that the committee should be aware of in reviewing your budget proposal?**

A number of our RSOs preceding remote learning were thoroughly involved in spending a large chunk of the funds that were set aside for them by our organization, putting us in a relatively good place financially. Following our transition from remote to in person learning, a number of RSOs active in years past have either since disbanded due to graduation status or lack of common interest, leaving us with a surplus of funds from the relatively minimal amount spent on their behalf (and ours) during remote learning.

We advertised and held a budget forum on the following date: \_\_\_\_\_ (by 12/9 during GSM)

We submitted budget documents to TSOS on the following date: \_\_\_\_\_ (week of 11/29)

We received comments back from TSOS on the following date: \_\_\_\_\_ (by TBD )

We have scheduled a formal budget vote on the following date: \_\_\_\_\_(by 12/9)

We sent formally approved budget and minutes on the following date: \_\_\_\_\_(by 12/10)

We are scheduled to present our budget in-person on the following date: \_\_\_\_\_ (date set by Committee)

**\*Attached: Operating Budget and SASFAC Budget Form**

## Stamford ASG Trustee Profit & Loss Budget Overview

July 2020 through June 2021

	FY21	FY22-Q1
	Jul '20 - Jun 21	Jul - Sep 21
<b>Income</b>		
501 · DONATIONS		
501.1 · General Donations	0.00	0.00
501.2 · Foundation Donations		0.00
501 · DONATIONS - Other		0.00
Total 501 · DONATIONS	0.00	0.00
513 · Awards and Prizes Revenue		0.00
516 · Co-Sponsorships		0.00
520 · SALES		
520.1 · Admissions		0.00
520.2 · Food		0.00
520.3 · Merchandise		0.00
520.4 · Participation	0.00	0.00
520.5 · Services		0.00
520 · SALES - Other		0.00
Total 520 · SALES	0.00	0.00
531 · Miscellaneous		0.00
546 · Interest	0.00	69.55
547 · Student Fees	0.00	65,589.35
Total Income	0.00	65,658.90
<b>Cost of Goods Sold</b>		
50000 · Cost of Goods Sold		0.00
Total COGS		0.00
<b>Gross Profit</b>	0.00	65,658.90
<b>Expense</b>		
601 · Donations-Contributions	0.00	0.00
602 · Dues		0.00
603 · Gifts		0.00
604 · Photocopying	0.00	0.00
605 · Postage/Shipping		0.00
606 · Printing		0.00
607 · Promotional Items	0.00	0.00
608 · REFRESHMENTS		
608.1 · Org Business Meal		0.00
608.2 · Events/Programs	0.00	1,998.00
608 · REFRESHMENTS - Other		0.00
Total 608 · REFRESHMENTS	0.00	1,998.00
609 · Subscriptions	0.00	1,744.00
610 · SUPPLIES		
610.1 · Organization	0.00	0.00
610.2 · Events/Programs	0.00	1,427.08
610 · SUPPLIES - Other		0.00
Total 610 · SUPPLIES	0.00	1,427.08
611 · Telephone		0.00



## Stamford ASG Trustee Profit & Loss Budget Overview

July 2020 through June 2021

	Jul '20 - Jun 21	Jul - Sep 21
612 · Advertising		0.00
613 · Awards and Prizes	0.00	0.00
<b>615 · CONTRACTUAL SERVICES</b>		
615.1 - Organization		0.00
615.2 - Events/Programs	0.00	16,190.30
615 · CONTRACTUAL SERVICES - Other	0.00	0.00
<b>Total 615 · CONTRACTUAL SERVICES</b>	0.00	16,190.30
616 · Co-Sponsorships DO NOT USE	0.00	0.00
<b>617 · SALES EXPENSE</b>		
617.1 · Cost of Food Sold		0.00
617.2 · Cost of Merch Sold		0.00
617.3 · Cost of Participation	0.00	1,131.00
617.4 · Cost of Services Sold		0.00
617 · SALES EXPENSE - Other		0.00
<b>Total 617 · SALES EXPENSE</b>	0.00	1,131.00
<b>622 · REGISTRATION/ENTRY FEES</b>		
622.1 · Registration Fees	0.00	0.00
622.2 · Entry Fees	0.00	0.00
622 · REGISTRATION/ENTRY FEES - Other		0.00
<b>Total 622 · REGISTRATION/ENTRY FEES</b>	0.00	0.00
623 · Rental		640.16
624 · Travel	0.00	0.00
625 · Equipment/Durable Goods		0.00
626 · Equipment--Capital		0.00
627 · Insurance		0.00
628 · Repairs and Maintenance		0.00
629 · Utilities		0.00
630 · Penalties and Fines		0.00
631 · Miscellaneous Exp - DO NOT USE		0.00
632 · Prior Year Expenses		0.00
633 · Change Funds		0.00
640 · Business Taxes		0.00
642 · Wages - Student		0.00
643 · Wages - Non-Student		0.00
644 · Wage Taxes - Student		0.00
645 · Wage Taxes - Non-Student		0.00
<b>Total Expense</b>	0.00	23,130.54
<b>Net Income</b>	0.00	42,528.36

Organization: **Student Government Association**

Vote Date: \_\_\_\_\_

\$ **125,146** Step 1 - Fund Balance to Start the Year (from Step 1 tab)  
 \$ - Step 2 - Minimum Desired Fund Balance for Year End (from Step 2 tab)

Code Description		Operating Budget	Training Steps
<b>Fund Balance Available for Operating Budget</b>		<b>125,146</b>	<b>Step 3</b>
R E V	512 Advertising		Step 4
	546 Interest	\$ 250	
	547 Student Fees	\$ 160,000	
<b>Total Revenues</b>		<b>160,250</b>	
<b>Total Anticipated Cash for Budget</b>		<b>285,396</b>	<b>Step 5</b>
E x p e n d i t u r e s	602 Dues	\$ -	Step 6
	603 Gifts	\$ 2,500	
	604 Photocopying	\$ -	
	605 Postage	\$ -	
	606 Printing	\$ -	
	607 Promotional Items	\$ 17,500	
	608.1 Refreshments - Organization		
	608.2 Refreshments - Events/Programs	\$ 37,500	
	609 Subscriptions	\$ 2,500	
	610.1 Supplies - Organization	\$ 500	
	610.2 Supplies - Events/Programs	\$ 20,000	
	611 Telephone		
	612 Advertising		
	613 Awards and Prizes	\$ 6,500	
	615.1 Contractual Services - Organization		
	615.2 Contractual Services - Events/Programs	\$ 80,000	
	617.1 Cost of Food Sold		
	617.2 Cost of Merchandise Sold		
	617.3 Cost of Participation	\$ 9,000	
	617.4 Cost of Services Sold		
	622.1 Registration Fees		
	622.2 Entry Fees	\$ 32,500	
	623 Rental	\$ 3,500	
	624 Travel	\$ 6,000	
	625 Equipment/Durable Goods		
	626 Equipment - Capital		
	627 Insurance		
	628 Repairs and Maintenance		
642 Wages - Student			
643 Wages - Non-Student			
644 Wage Taxes - Student			
645 Wage Taxes - Non-Student			
<b>Total Expenditures</b>		<b>218,000</b>	
<b>Fund Balance Planned for End of Year</b>		<b>67,396</b>	

Step 7  
 Budget should be prepared for formal Org Approval  
 Org Approval must happen by motion in a public meeting  
 Once approved, submit budget and minutes to TSOS  
 Reminders:  
 Orgs can change their budget at any time  
 Budget must be in place prior to any financial activity

**ACCPA By 52**

	FY23	FY24
<b>Income</b>		
<b>501 · DONATIONS</b>		
501.1 · General Donations	0.00	0.00
501.2 · Foundation Donations	0.00	0.00
501 · DONATIONS - Other	0.00	0.00
<b>Total 501 · DONATIONS</b>	<b>0.00</b>	<b>0.00</b>
<b>513 · Awards and Prizes Revenue</b>	0.00	0.00
<b>516 · Co-Sponsorships</b>	0.00	0.00
<b>520 · SALES</b>		
520.1 · Admissions	0.00	0.00
520.2 · Food	0.00	0.00
520.3 · Merchandise	0.00	0.00
520.4 · Participation	0.00	0.00
520.5 · Services	0.00	0.00
520 · SALES - Other	0.00	0.00
<b>Total 520 · SALES</b>	<b>0.00</b>	<b>0.00</b>
<b>531 · Miscellaneous</b>	0.00	0.00
<b>546 · Interest</b>	0.00	0.00
<b>547 · Student Fees</b>	0.00	0.00
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>
<b>Cost of Goods Sold</b>		
50000 · Cost of Goods Sold	0.00	0.00
<b>Total COGS</b>	<b>0.00</b>	<b>0.00</b>
<b>Gross Profit</b>	<b>0.00</b>	<b>0.00</b>
<b>SGA Approved Budget &gt;&gt;&gt;&gt;</b>	<b>0.00</b>	<b>0.00</b>
<b>601 · Donations-Contributions</b>	0.00	0.00
<b>602 · Dues</b>	0.00	0.00
<b>603 · Gifts</b>	0.00	0.00
<b>604 · Photocopying</b>	0.00	0.00
<b>605 · Postage/Shipping</b>	0.00	0.00
<b>606 · Printing</b>	0.00	0.00
<b>607 · Promotional Items</b>	0.00	0.00
<b>608 · REFRESHMENTS</b>		
608.1 · Org Business Meal	0.00	0.00
608.2 · Events/Programs	0.00	0.00
608 · REFRESHMENTS - Other	0.00	0.00
<b>Total 608 · REFRESHMENTS</b>	<b>0.00</b>	<b>0.00</b>
<b>609 · Subscriptions</b>	0.00	0.00
<b>610 · SUPPLIES</b>		
610.1 · Organization	0.00	0.00
610.2 · Events/Programs	0.00	0.00
610 · SUPPLIES - Other	0.00	0.00
<b>Total 610 · SUPPLIES</b>	<b>0.00</b>	<b>0.00</b>

611 · Telephone	0.00	0.00
612 · Advertising	0.00	0.00
613 · Awards and Prizes	0.00	0.00
<b>615 · CONTRACTUAL SERVICES</b>		
615.1 - Organization	0.00	0.00
615.2 - Events/Programs	0.00	0.00
615 · CONTRACTUAL SERVICES - Other	0.00	0.00
<b>Total 615 · CONTRACTUAL SERVICES</b>	<b>0.00</b>	<b>0.00</b>
616 · Co-Sponsorships DO NOT USE	0.00	0.00
<b>617 · SALES EXPENSE</b>		
617.1 · Cost of Food Sold	0.00	0.00
617.2 · Cost of Merch Sold	0.00	0.00
617.3 · Cost of Participation	0.00	0.00
617.4 · Cost of Services Sold	0.00	0.00
617 · SALES EXPENSE - Other	0.00	0.00
<b>Total 617 · SALES EXPENSE</b>	<b>0.00</b>	<b>0.00</b>
<b>622 · REGISTRATION/ENTRY FEES</b>		
622.1 · Registration Fees	0.00	0.00
622.2 · Entry Fees	0.00	0.00
622 · REGISTRATION/ENTRY FEES - Other	0.00	0.00
<b>Total 622 · REGISTRATION/ENTRY FEES</b>	<b>0.00</b>	<b>0.00</b>
623 · Rental	0.00	0.00
624 · Travel	0.00	0.00
625 · Equipment/Durable Goods	0.00	0.00
626 · Equipment--Capital	0.00	0.00
627 · Insurance	0.00	0.00
628 · Repairs and Maintenance	0.00	0.00
629 · Utilities	0.00	0.00
630 · Penalties and Fines	0.00	0.00
631 · Miscellaneous Exp - DO NOT USE	0.00	0.00
632 · Prior Year Expenses	0.00	0.00
633 · Change Funds	0.00	0.00
640 · Business Taxes	0.00	0.00
642 · Wages - Student	0.00	0.00
643 · Wages - Non-Student	0.00	0.00
644 · Wage Taxes - Student	0.00	0.00
645 · Wage Taxes - Non-Student	0.00	0.00
<b>Total Expense</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>0.00</b>	<b>0.00</b>
	<b>0.00</b>	<b>0.00</b>

# GENERAL SENATE MEETING

Student Government Association/UConn Stamford

**Meeting called to order by** President – Chinedu Nkwo  
**Date | time:** 12/9/2021 6:09 PM **Total Voting Members: 19 Quorum: 11**

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## Officer/Director/Advisor Attendance

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- |  |   |
|--|---|
| <input checked="" type="checkbox"/> President – Chinedu Nkwo     | <input checked="" type="checkbox"/> Stu. Activities Coord./UConn – Gayle Riquier (non-voting) |
| <input checked="" type="checkbox"/> Vice President – Sabrina Uva |   |
| <input checked="" type="checkbox"/> CFO – Alyssa Pelletier       | <input checked="" type="checkbox"/> Program Director – Nahum Valiente                         |
| <input checked="" type="checkbox"/> CAO – Anejah McLaurin        | <input checked="" type="checkbox"/> Program Director- Jennifer Criollo                        |

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## Senator Attendance

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- Nicholas Marini(absent)
- Sofia Dadamo
- James Shiang (absent)
- Adam Barker (absent)
- Ananya Viswanathan
- Zoe Stewart
- Vaughan-Piccirillo-Sealey
- Kendra Velasquez (absent)
- Anna Rose Thlemaque
- Diamond Bakare
- Junior Lara
- José García
- Josef Lopez (absent)

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## Approval of Minutes

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- **Motion to:** Approve the meeting minutes from 12/2/2021

**Moved by:** Anejah McLaurin

**Seconded by:** Sabrina Uva

**Voting results:** In Favor: **12**

**Motion:** Passes

Opposed: **0**

Abstained: **1**

Minutes for all meetings are posted on the web at <http://sga.stamford.uconn.edu/meeting-minutes/> within 48 hours of the meeting. Senators should visit the site to review for accuracy before the next scheduled meeting.

### Interim CAO Nominations

- We will be doing our senate appointment for the interim CAO position! Please keep in mind that this is a *temporary position* for the break! We will have a formal election upon returning for the spring semester.
  
- Nominations
  - Jennifer Criollo: 12 votes (voted by the senate)
  - Ananya Viswanathan: 0 votes (voted by the senate)
  - Our Interim CAO position goes to Jennifer Criollo
  - Congratulations!!!

### Marketing Directors Announcements

- Alexis Pollock
- Emily Cervantes
- Haley Guerrero
- Jennifer Collantes
- Mary Attah Agyeman
  
- Congratulations to our Marketing Directors for Spring 2022!!! 😊

### Programming Events

#### Program Directors Announcements

- Maqsood, Mirral
- Bakare, Diamond
- Piccirillo-Sealey, Vaughan
- Valdez, Chelsea
- Dingle, Evan
- Chen, Susan
  
- Congratulations to our Programs Directors for Spring 2022!!! 🎉

#### Miraal-Final Breakfast

- December 13<sup>th</sup>
  
- 10:30am-12:30pm

- Needs volunteers to help out from 10-12:30 to help set up outside and hand out tickets and do attendance
- Cafe Bon will be serving croissants, chocolate croissants, muffins, donuts, yogurt parfaits, hot chocolate, hot tea, iced tea, and has an open espresso bar
- They have oat milk and soy milk for people who are lactose intolerant
- They will be here 10am-12:30pm across from whitey heist
- It's all outdoors and grab and go

### **Jennifer-De-Stress Reflection**

- Thank you so much for all the help and participation! All three events were a success with great attendance and satisfaction from student!

### **Nahum-Programming Input Form**

- Fill out the SGA programming input form: [https://docs.google.com/forms/d/15XLBx\\_4mMV8eD--O-Dpco1W-ReAnOJMTf4qELDvN4s/viewform?edit\\_requested=true](https://docs.google.com/forms/d/15XLBx_4mMV8eD--O-Dpco1W-ReAnOJMTf4qELDvN4s/viewform?edit_requested=true)

Chief Financial Officer – Alyssa Pelletier

StamfordSGA-CFO@UConn.edu

### **Funding Proposals**

- None

### **SASFAC Budget Narrative-Final Draft**

- Draft will be sent to Storrs tomorrow
- **Motion to:** Approve our SASFAC Budget Narrative with the final revisions and ready to be sent to Storrs

**Moved by:** Alyssa Pelletier

**Seconded by:** Vaughan Piccirillo -Sealey

**Voting results:** In Favor: **12**

**Motion:** Passes

Opposed: **0**

Abstained: **1**

### **SGA FCM Spring 2022**

- In preparing for next semester, the executive officers and I thought it would be good to send out a form reflecting on the work of the Finance Committee this past semester, and to reflect on ways to make our meetings more successful moving forward
- Please fill out the form attached below. We appreciate any input or feedback you can provide us!
- <https://forms.gle/c2CEYDyuscZOppuw9>

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Chief Administrative Officer – Anejah McLaurin

StamfordSGA@UConn.edu

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### Senator Resignations and Appointments

- **Motion to:** resign all non-voting and voting senators, excluding the elected officers and program directors appointed for Spring 2022

**Moved by:** Anejah McLaurin

**Seconded by:** Nahum Valiente

**Voting results:** In Favor: **12**

**Motion:** Passes

Opposed: **0**

Abstained: **1**

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Advisor- Gayle Riquier

Gayle.Riquier@UConn.edu

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- Thank you for a great semester! Chinedu and Anejah, you will be miss!! ☺
- TSOS will no longer be supporting the regional Trustee Fee accounts. A transitional period will occur, and a new process for funding and purchasing procedures will be rolled out over the course of the next semester. All RSO and SGA leaders will need to go through a new training to learn the new process .

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### Announcements

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- Congratulations to Sabrina, Nahum, and Jennifer for their new positions!!

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### Next Meeting/Adjournment

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**??/2022 ? PM – Room ?**

**Motion to adjourn was made at 6:34**

**Voting results:**

In Favor: **12**

**Motion:** Passes

Opposed: **0**

Abstained: **1**

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**Approval:**

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Anejah McLaurin – Chief Administrative  
Officer/SGA

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Gayle Riquier – Student Activities  
Coordinator/UConn

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Date

Date

**Guests in Attendance:**

Diamond	Bakare
Ananya	Viswanathan
Zoe	Stewart
Anna Rose	Thelemaque
Brian	Jerez
Anejah	McLaurin
Chinedu	Nkwo
Sabrina	Uva
Alyssa	Pelletier
Nahum	Valiente
Jennifer	Criollo
Sofia	Dadamo
Junior	Lara
Vaughan	Piccirillo-Sealey
Jose	Garcia
Maria	Oliveira

**Stamford ASG Trustee**  
**Profit & Loss**  
July 2020 through June 2021

Jul '20 - Jun 21

Income	
546 · Interest	306.48
547 · Student Fees	56,944.50
Total Income	<u>57,250.98</u>
Gross Profit	57,250.98
Expense	
603 · Gifts	58.00
605 · Postage/Shipping	275.10
607 · Promotional Items	15,618.44
609 · Subscriptions	2,061.91
610 · SUPPLIES	
610.2 · Events/Programs	511.59
Total 610 · SUPPLIES	<u>511.59</u>
613 · Awards and Prizes	859.55
615 · CONTRACTUAL SERVICES	
615.2 - Events/Programs	30,856.35
Total 615 · CONTRACTUAL SERVICES	<u>30,856.35</u>
622 · REGISTRATION/ENTRY FEES	
622.2 · Entry Fees	2,702.88
Total 622 · REGISTRATION/ENTRY FEES	<u>2,702.88</u>
Total Expense	<u>52,943.82</u>
Net Income	<u><u>4,307.16</u></u>

**Stamford ASG Trustee**  
**Profit & Loss**  
July through December 2021

Jul - Dec 21

Income	
520 · SALES	
520.4 · Participation	630.00
Total 520 · SALES	630.00
546 · Interest	167.30
547 · Student Fees	87,826.85
Total Income	88,624.15
Gross Profit	88,624.15
Expense	
603 · Gifts	14,999.95
607 · Promotional Items	1,681.55
608 · REFRESHMENTS	
608.2 · Events/Programs	8,344.32
Total 608 · REFRESHMENTS	8,344.32
609 · Subscriptions	1,923.28
610 · SUPPLIES	
610.2 · Events/Programs	5,376.24
Total 610 · SUPPLIES	5,376.24
613 · Awards and Prizes	150.00
615 · CONTRACTUAL SERVICES	
615.2 - Events/Programs	26,650.09
Total 615 · CONTRACTUAL SERVICES	26,650.09
617 · SALES EXPENSE	
617.3 · Cost of Participation	2,319.00
Total 617 · SALES EXPENSE	2,319.00
622 · REGISTRATION/ENTRY FEES	
622.2 · Entry Fees	5,620.00
Total 622 · REGISTRATION/ENTRY FEES	5,620.00
623 · Rental	640.16
624 · Travel	1,980.00
Total Expense	69,684.59
Net Income	18,939.56