

**Student Activity and Service Fee Submission Form  
for  
Trustee Organizations (all campuses)**

Welcome to the 2022-23 SASFAC process. If you need timeline, process, or resources, please visit the TSOS website [here](#).

Organization Contact Information

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Display Name NetID

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Boudah, Zachary zjb20003

Email

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zachary.boudah@uconn.edu

Your Organization:

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ASG Avery Point

Organization Website

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Organization Social Media Information

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Instagram: uconnaverypointthings2do Facebook: UConn Avery Point ASG

History/Mission of the Organization

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To represent the interests of the Student Body with the Administration of the University of Connecticut, as well as the community. To supervise all activities funded by the ASG and oversee the finances of organizations receiving funds from the ASG. We also want to promote cooperation between the Avery Point Campus, the main campus, and the other regional campuses. Lastly by doing all of this we hope to empower and develop the leadership abilities of both elected members and the student body at large.

Revenue

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Current Fee Amount per Semester

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35

Storrs Undergraduate [Fees](#)  
Regional Undergraduate [Fees](#)  
GSS Graduate [Fees](#)  
Law Graduate [Fees](#)  
SSW Graduate [Fees](#)

Is your Organization seeking a fee increase?

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No

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

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No

Organizational Structure

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Please upload a PDF of your current Organizational Chart.

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[ASG Organizational Chart.png](#)

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

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Does your Organization pay any elected or appointed student leaders?

No

Does your Organization pay for 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

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

Students At Avery Point are invited to attend the events we host. We give out crafting activities in our student center (for example, zen gardens, stuff a husky) where we might get up to 50 students. For larger events, we typically get between 30-60 students in terms of turnout. In April of 2022, we had an End of Year Event at the Mystic Aquarium that had a few hundred attendees!

## Financials

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Please upload the SASFAC Excel Sheet that shows FY22 Actuals, FY23 Originals and Updated/Operating Budget, FY24 Original and Updated and FY25 projections (BLUE TAB)

[Student-Activity-Fee-Budget-Projection-Form REAL.xlsx](#)

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

We organize DIY events and giveaways (ex. Stuff a Husky, DIY Zen Gardens, Bath-bombs, Pumpkins), special events (ex. Halloween Event that included miniature golf, food, and a movie), tournaments that include prizes (ex. Pingpong and Pool), and off-campus trips (ex. Broadway). We have hired musicians, comedians, magicians, etc. to perform on campus for student engagement. ASG is also responsible for funding other campus organizations (ex. Eco Husky, Scuba Club, Creative Writing Club).

Please explain significant changes in the operating budget (spending plan) for this fiscal year starting 7/1/22 when compared to the previous years budget. What are the short-term goals for the organization?

We do not have any significant changes. We do, however, have some extra funds because the ASG did not expend much in the years affected by the COVID-19 Pandemic.

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

N/A

What are the top 3 expenditure categories for your Organization?

608.2- Refreshments-Events/Programs  
610.2- Supplies/Materials- Events/Programs  
615.2- Contractual Services- Events/Programs

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

608.2- Refreshments-Events/Programs  
610.1- Supplies/Materials- Org  
625- Equipment/Durable Goods

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.

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We allow Tier 2 RSOs up to \$1000 of spending per semester. This equates to roughly 1/15th of our total budget.

## Fund Balance and Future Projections

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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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Our ideal minimum level of funds is approximately \$15,000 per semester. This budget is how we fund all of our events on campus, Tier 2 RSOs, and all other club expenditures. We receive about this amount per semester thanks to our \$35 per student activity fee, so it is sustainable.

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?

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In this upcoming year, we are planning on spending more money on giveaway items that will last years to come. We budgeted approximately \$21,000 of spending for the Spring – we plan to use the excess \$6,000 on some events (ex. Branford House Escape Room, Mystic Aquarium End of Year Event) but also for material purchases that we can give directly back to the students (ex. custom stickers, charcuterie boards).

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

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We want to spend more money on contracting services. We believe it is within our students' best interests to bring more services on campus, as our commuter base is less likely to attend a weekend or night event. By bringing services directly on campus during the week, while students are on campus for classes anyways, we can give them a better college experience!

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

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N/A

## Advisor & FO Review and Commentary

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### Suggestions for Review and Editing

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No suggestions at this point.

Advisor/FO signature

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Electronically Signed by Paterson, Randall (randall.paterson@uconn.edu) - January 9, 2023 at 8:30 AM (America/New\_York)

## Organization Review and Vote

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You've got through and made any necessary edits:

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Yes

Date of formal Organization Budget approval

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January 17, 2023

Please upload a copy of your Organization's meeting minutes reflecting an affirmative SASFAC packet vote.

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[ASG Minutes 1\\_17\\_23.docx](#)

## Form Submission - Proposer

Submitted for Approval | Proposer

Boudah, Zachary - December 15, 2022 at 4:58 PM (America/New\_York)

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### Task

Sent Back

Paterson, Randall - December 16, 2022 at 9:08 AM (America/New\_York)

The projections form is empty.  
Pretty sure this is the wrong code. 608.1- Refreshments-Org Member Only should be 608.2 Events/Programs

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## Form Submission - Proposer

Submitted for Approval | Proposer

Boudah, Zachary - December 16, 2022 at 9:32 AM (America/New\_York)

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### Task

Sent Back

Paterson, Randall - December 16, 2022 at 9:54 AM (America/New\_York)

You will need the updated projection numbers in the form and change the 608.1 to 608.2 in the What are the top 3 expenditure categories for your Organization?

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## Form Submission - Proposer

Submitted for Approval | Proposer

Boudah, Zachary - December 16, 2022 at 10:15 AM (America/New\_York)

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### Task

Sent Back

Paterson, Randall - December 16, 2022 at 11:04 AM (America/New\_York)

Change form

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## Form Submission - Proposer

Submitted for Approval | Proposer

Boudah, Zachary - December 16, 2022 at 12:04 PM (America/New\_York)

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Task

Task Completed

Paterson, Randall - January 9, 2023 at 8:31 AM (America/New\_York)

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Task

Task Completed

Boudah, Zachary - January 18, 2023 at 8:43 AM (America/New\_York)

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Notification

Notification Sent

O'Brien, Krista - January 18, 2023 at 8:43 AM (America/New\_York)

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Notification

Notification Sent

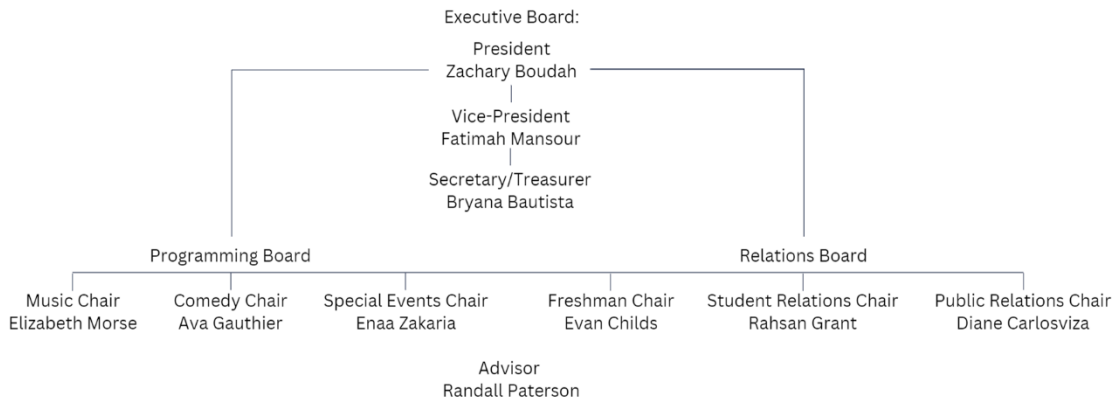
Clokey, David - January 18, 2023 at 8:43 AM (America/New\_York)

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Code Description		FY22 Actual Amount	FY23 Original Amount	FY23 Updated Amount	FY24 Original Amount	FY24 Updated Amount	FY25 Projected Amount
Revenue	501.1 General Donations						
	501.2 Foundation Donations						
	501.3 Benefit Fundraiser Donations						
	502 Dues						
	512 Advertising						
	513 Awards and Prizes						
	514 Vendor Commissions						
	515 Contractual Services						
	516 Co-Sponsorship						
	520.1 Admissions Sales						
	520.2 Food Sales						
	520.3 Merchandise Sales						
	520.4 Participation Sales						
	520.5 Services Sales						
	522 Registration/Entry Fees						
	523 Rental						
	524 Travel						
	530 Penalties and Fines						
	531 Miscellaneous Revenue						
	533 Change Fund Returns						
540 Business Taxes							
546 Interest							
547 Student Fees		30,333	30,000	30,000	30,000	30,000	30,000
<b>Total Revenues</b>		<b>30,333</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
Expenditures	601 Donations						
	602 Dues						
	603 Gifts						
	604 Photocopying						
	605 Postage						
	606 Printing						
	607 Promotional Items		2,000	2,000	2,000	2,000	2,000
	608.1 Refreshments - Organization	650	300	300	300	300	300
	608.2 Refreshments - Events/Programs	3,989	3,000	3,000	3,000	3,000	3,000
	609 Subscriptions						
	610.1 Supplies - Organization	88	1,800	1,800	1,800	1,800	1,800
	610.2 Supplies - Events/Programs	780					
	611 Telephone						
	612 Advertising						
	613 Awards and Prizes						
	615.1 Contractual Services - Organization						
	615.2 Contractual Services - Events/Programs	27,007	16,000	16,000	16,000	16,000	16,000
	616 Co-Sponsorships		2,000	2,000	2,000	2,000	2,000
	617.1 Cost of Food Sold						
	617.2 Cost of Merchandise Sold						
	617.3 Cost of Participation		4,000	4,000	4,000	4,000	4,000
	617.4 Cost of Services Sold						
	622.1 Registration Fees			1,100	1,100	1,100	1,100
	622.2 Entry Fees	1,050					
	623 Rental						
	624 Travel			3,000	3,000	3,000	3,000
	625 Equipment/Durable Goods			500	500	500	500
626 Equipment - Capital							
627 Insurance							
628 Repairs and Maintenance							
629 Utilities							
630 Penalties and Fines							
631 Miscellaneous Expenses							
633 Change Funds							
640 Business Taxes							
642 Wages - Student							
643 Wages - Non-Student							
645 Wage Taxes - Non-Student							
<b>Total Expenditures</b>		<b>33,564</b>	<b>33,700</b>	<b>33,700</b>	<b>33,700</b>	<b>33,700</b>	<b>33,700</b>
<b>Revenues-Expenditures = Change in Fund Balance</b>		<b>(3,231)</b>	<b>(3,700)</b>	<b>(3,700)</b>	<b>(3,700)</b>	<b>(3,700)</b>	<b>(3,700)</b>
<b>Fund Balance at Start of Year</b>		<b>\$39,750.53</b>	<b>\$39,750.53</b>	<b>36,519</b>	<b>36,051</b>	<b>32,819</b>	<b>29,119</b>
<b>Fund Balance at End of Year</b>		<b>36,519</b>	<b>36,051</b>	<b>32,819</b>	<b>32,351</b>	<b>29,119</b>	<b>25,419</b>



University of Connecticut - Avery Point  
Associated Student Government  
Organizational Chart



**UConn Avery Point Associated Student Government Meeting Minutes Record**  
**Date:**

**Meeting Date: 1/17/23**  
**Meeting Start: 12:30**  
**Meeting End: 12:55**

**Student Officers and Chairs (Check *IF* Present):**

- ~~President~~ \_\_\_\_\_ ~~Zachary Boudah~~ \_\_\_\_\_
- ~~Vice President~~ \_\_\_\_\_ ~~Fatimah Mansour~~ \_\_\_\_\_
- ~~Secretary/Treasurer~~ \_\_\_\_\_ ~~Bryana Bautista~~ \_\_\_\_\_
- ~~Freshman Chair~~ \_\_\_\_\_ ~~Evan Childs~~ \_\_\_\_\_
- ~~Public Relations~~ \_\_\_\_\_ ~~Diane Carlosviza~~ \_\_\_\_\_
- ~~Music Chair~~ \_\_\_\_\_ ~~Elizabeth Morse~~ \_\_\_\_\_
- ~~Student Relations~~ \_\_\_\_\_ ~~Rahsan Grant~~ \_\_\_\_\_
- ~~Special Events~~ \_\_\_\_\_ ~~Enaa Zakaria~~ \_\_\_\_\_
- ~~Comedy Chair~~ \_\_\_\_\_ ~~Ava Gauthier~~ \_\_\_\_\_

**Advisor:** **Randall Paterson**

**Quorum (Check *IF* Quorum Present):**

- Present

**New/Continuing Business:**

**TIME: 12:32**

**Motion: To approve all changes made to the Student Fee Budget Review submission.**

**Motioned By: Secretary/Treasurer**

**Seconded By: Vice-President**

**All accept, Passes**

**Motion to Adjourn:**

**TIME: 12:55**

**Presented By: President**

**Seconded By: Comedy Chair**

**Randall Paterson**

\_\_\_\_\_  
**Advisor's Signature**



**UConn Avery Point Associated Student Government Meeting Minutes Record**  
**Date:**