APPROPRIATION REQUEST FORM

ORGANIZATION INFO

Organization Name	Anthropology Graduate Student Union		
Campus Address	Anthropology Annex	Date	2/5/15
Graduate Students in Org	120	Requested	$858.00
SGAO Account Number	670-317	Year Total	$858.00

Please select all that apply

We are a chartered student organization through the Student Activities Office	yes
We have an active account in the Student Government Accounting Office	yes
We receive pro-rated benefits (PB) funding from a Recognized Department Student Association	yes
We have received GPSA funding in the past year	Amount

Describe all sources and amounts of funding you have received this past year

received an appropriation for $804 (including foundation surcharge) last Spring for the 18th AGSU Conference in Anthropology

REPRESENTATIVE CONTACT INFO

Primary Contact	Scott Kirk	Phone	(630) 730-5991
Email Address	kirks@unm.edu	Position	GPSA Representative
Secondary Contact	James Davenport	Phone	(614) 323-8456
Email Address	jdavenp@unm.edu	Position	Conference Committee

REQUEST DETAILS

Please select the nature of your request

Event	yes	One-Time Capital Outlay (eg, computer)	
Travel		Unforeseen Expenditure/Other	
Collaboration with another Student Group (please explain below)			

Description of Request — Characters remaining: 20

The 19th Annual AGSU Conference in Anthropology, April 3-4, 2015: The conference is an annual event at the Hibben Center organized and funded by AGSU but open to all students, undergraduate and graduate, in all departments, as well as from nearby universities. Students can share, in a professional conference setting, their research and receive feedback. Additionally, the conference sponsors a photo contest and workshops on a variety of topics, including securing funding, applying to graduate school (for undergrads), and the use of new technology or tools in research and analysis. The conference also features a keynote speaker, who this year is UNM's Professor Patricia Crown, who was recently elected to the National Academy of Sciences. Most of the costs for the conference are covered by AGSU's annual budget, however this request seeks funding to enhance the event through the addition of food, provision of security during the event, and an increase in advertising

LINE ITEM BUDGET

	Category	Description	Unit Cost	Quantity	Total Cost
1	Food	AGSU Conference Reception (Friday Night)	$222.00	1	$200.00
2	Food	Saturday Breakfast & Coffee	$140.00	1	$140.00
3	Food	Saturday Lunch	$242.00	1	$200.00
4	Professional Services	Security for 6 total hours (5-8 PM Friday, 4-7 PM Saturday)	$105.00	1	$105.00
5	Professional Services	Servers for alcohol during AGSU Conference Reception (2 servers at $20/hour, 2 hours each)	$80.00	1	$80.00
6	Copying Services	Canvas prints of photo contest winners (6 total prints)	$411.00	1	$100.00
7	Advertising	Printing of programs, flyers	$33.00	1	$33.00
8					
9					
10					
11					
12					

TOTAL REQUESTED $858.00

	Funding Limit			
Advertising	$100.00			
Computer Costs	$500.00			
Computer Supplies	$150.00			
Conference Fees	$400.00			
Copying Services	$100.00			
Dues and Fees	$0.00			
Educational Supplies	$350.00			
Food and Refreshments	$200.00			
Honorarium	$175.00			
Office Supplies	$100.00			
Professional Services	$500.00			
Travel	$800.00			
Per Diem	$525.00			
Other				