

ESTIMATED BUDGET

Organization: First-Year Aggie Connections

Event/Program Name: "Gear Up!" (First-Year Experience Kick-Off Event)

Item		ESTIMATED COST	SUB-TOTAL
A. Lecture / Entertainment: Honoraria / Performers			
1.	Hoan Do - Keynote Speaker/Event	\$ \$ 9,900.00	
2.		\$	
3.		\$	
4.		\$	
5.		\$	\$9,900.00
B. Publicity: Flyers / Posters / Ads / Mailing / Printing			
1.	Printed Marketing Materials (postcards, posters, flyers)	\$ 500.00	
2.	Guidebook	\$ 0.00	
3.		\$	
4.		\$	
5.		\$	\$500.00
C. Food: Refreshments, Breakfast, Lunch, Dinner (Include cost per person)			
1.	Boxed Lunch (Vendor: Lunch Box Express)	\$ 4,800.00	
2.		\$	
3.		\$	
4.		\$	
5.		\$	\$4,800.00
D. Decorations / Props			
1.	First-Year Planner (\$8.95/ea. x 400)	\$ 3,580.00	
2.		\$	
3.		\$	
4.		\$	
5.		\$	\$3,580.00
E. Facility: Room Rental / Room Setup Fees / Equipment Rental / AV			
1.	Room Reservation (including setup, equipment rental, AV)	\$ 300.00	
2.		\$	
3.		\$	
4.		\$	
5.		\$	\$300.00
F. Travel: Transportation / Parking / Lodging			
1.		\$	
2.		\$	
3.		\$	
4.		\$	
5.		\$	\$0.00
G. Miscellaneous			
1.		\$	
2.		\$	
3.		\$	
4.		\$	
5.		\$	\$0.00
			\$19,080.00
Other Funding Sources: Income / ASUCD / Dept & Club Contribution			
Ticket Sales		\$	
Registration Fees		\$	
Program Advertising Sales		\$	
Merchandise Sales (T-shirts, etc.)		\$	
Club Contribution		\$	
ASUCD Contribution		\$	
Other		\$	\$0.00
		Total Expenses	\$19,080.00
		Less Total Income	\$0.00
		Amount Requested	\$19,080.00