

## 1. CALL TO ORDER

Call to Order – 12:33 pm

## 2. TERRITORIAL ACKNOWLEDGEMENT

We acknowledge that this meeting is being conducted on the unceded territories of the Coast Salish peoples; which, to the current knowledge of the Society include the Squamish, Musqueam, Stó:lo, and Tsleil-Waututh people.

## 3. ROLL CALL OF ATTENDANCE

### 3.1 COMMITTEE COMPOSITION

- |  |                |
|--|----------------|
| 1. Vice President Student Life (chair) | Deepak Sharma  |
| 2. Board of Directors Member           | Hangue Kim     |
| 3. Councilor                           | Tomas Rapaport |
| 4. Councilor                           | Melissa Mosavi |
| 5. Student At-Large                    | Hermon Ephraim |
| 6. Student At-Large                    | Archit Bansal  |

### 3.2 SOCIETY STAFF

- |                               |                |
|-------------------------------|----------------|
| 7. General Office Coordinator | Lawrence Jones |
| 8. Minute Taker               | Carmela Frouws |

### 3.3 GUESTS

- |                             |                 |
|-----------------------------|-----------------|
| 9. Pre-Law Society          | Kyle Doyle      |
| 10. Young Women in Business | Sarah Saghah    |
| 11. Young Women in Business | Natasha Kumar   |
| 12. 25 to Life              | Crystal Tseng   |
| 13. 25 to Life              | Summin Dinsa    |
| 14. 25 to Life              | Nolan Wallinger |
| 15. 25 to Life              | Athea Salgado   |

### 3.4 REGRETS

- |                               |                     |
|-------------------------------|---------------------|
| 16. Board of Directors Member | Corbett Gildersleve |
| 17. Board of Directors Member | Shipra Sharma       |

### 3.5 ABSENT

#### 4. ADOPTION OF THE AGENDA

**MOTION GC 2016-03-02:01**

**ARCHIT/TOMAS**

Be it resolved that the agenda be adopted as presented.

**CARRIED**

#### 5. RATIFICATION OF REGRETS

**MOTION GC 2016-03-02:02**

**TOMAS/HANGUE**

Be it resolved to ratify regrets from Shipra Sharma and Corbett Gildersleve

**CARRIED**

*Discussion*

- Corbett: sick

#### 6. GRANTING PRESENTATIONS

##### **PRE-LAW SOCIETY**

- The Pre-Law Society will be hosting their “Day In The Life of a Lawyer” event on March 14 at 5:30pm in the SFU Harbour Centre.
  - The date has been changed from March 10 due to booking conflict and different catering, which would increase the price.
- The event will host a panel of 7-8 lawyers, each of which specialize in a unique special field of law.
- This is an opportunity for students interested in law to gain knowledge and learn about an average day of a lawyer.

**\*\*Melissa Mosavi entered the meeting at 12:38pm**

- The event will be free to everyone and tickets will be provided on a first come-first serve basis.
- Event Brite has confirmed 135 attendees to date.
- The society held a successful event last year, which had 90 people in attendance, most of whom were SFU students.
- Catering will be provided
- The printing expense will be taken from the general account.

## **YOUNG WOMEN IN BUSINESS**

- Young Women in Business will be hosting an International Women's Day Conference on March 12 at the Sandman Hotel in Vancouver.
  - The Conference was originally scheduled for Segal however due to a scheduling conflict, the event was bumped.
- The conference is a yearly event, with this year's theme "Breaking Boundaries" and will teach attendees how to overcome adversity.
  - The conference will focus on personal branding, purpose, passion and personality and managing yourself upwards.
  - The event is meant to inspire women however it is open to men as well.
- The Conference will be targeting towards students at SFU and high school students.
- The event has been promoted via club outreach, newsletters and high school visits.
- A request has been put to the SFSS to help promote the conference on social media.
- 44 tickets have been sold on Eventbrite to date.
- Hootsuite will be providing the goodie bags for the conference.
- \$750 has been requested for monetary sponsorship.

## **25 TO LIFE**

- 25 to Life will be hosting a variety of different fundraising events at various locations to raise money for the Canadian Cancer Society.
  - Project Advancement
  - SFU Automotive
  - Laugh It Out
  - Project Fully Clothed
  - Treat Your Feet
  - Local Love Market
  - SFU Faculty Cup
  - Inspiring Change
- The club secured \$30,000 last year in fundraising events.
- The revenue made at the events will all go towards the charity.
- The requested grant will be used to cover the hard costs to host the event.
- Each event has its own budget.

- \$2674 in total has been requested from the granting committee, which will be split between the various events.
- A question was asked why the events are coming to the Committee together.
  - It was explained that the requested amount is over the typical threshold for what the Committee grants however the different events should be taken into consideration.
  - Grouping the events together for the grant helps with staff resources.
- The committee was informed that the club is currently seeking external sponsorship.

**\*\*Presenters left at 1:03pm**

## 7. GRANTING CONSIDERATIONS

### 7.1 PRE-LAW SOCIETY

#### **MOTION GC 2016-03-02:04**

#### **MELISSA/TOMAS as amended by MELISSA/TOMAS**

Be it resolved to grant the Pre-Law Society up to \$950 from the club grant line item for the day in the life of a lawyer event, allocated towards venue, catering and AV services.

#### **CARRIED AS AMENDED**

#### ***DISCUSSION***

- The event is geared primarily towards SFU students.
- The Committee was reminded that \$5 per expected member is paid towards catering.
  - Catering will be reduced to \$625
- Straight forward, primarily sfu students

### 7.2 YOUNG WOMEN IN BUSINESS

#### **MOTION GC 2016-03-02:05**

#### **HANGUE/HERMON**

Be it resolved to grant the Young Women in Business up to \$750 from the club grant line item for the International Women's Day conference, allocated towards venue only.

#### **CARRIED AS AMENDED**

**\*\*Hangue left at 1:15pm**

7.3 25 TO LIFE

**MOTION GC 2016-03-02:06**

/

Be it resolved to grant the 25 to life up to \$2674 from the club grant line item for various initiatives, allocated towards items as presented

**TABLED TO THE NEXT MEETING**

***DISCUSSION***

- The Committee was reminded that grants are typically structured to cover the hard costs.
- Fundraisers should be successful enough to not rely on the all the hard costs being recovered.
- A question was asked how the events cater towards the SFU students and will the events be held on campus.
- It was suggested to table the motion until the next meeting.
  - It was agreed that the events are self-sufficient and the Committee is not comfortable with granting the requested full amount at this time.

**7.4 MOTION GC 2016-03-02:07**

**TOMAS/MELISSA**

Be it resolved that the granting committee recommend to the go coordinators to provide a revised budget with rationale at the subsequent granting committee.

**CARRIED**

***DISCUSSION***

- All three groups sent in their information in advance.

## **8. ATTACHMENTS**

Pre-Law Society G2274

YWIB G2278

25tolife G2271

SFSS Grant - Consolidated budgets

## **9. ADJOURNMENT**

Adjournment – 1:29pm

## Young Women in Business SFU

### Club Information

#### Young Women in Business SFU

# Current Members: 47

#### Executives

Name	Position	Email	Phone
Joscelyn Tan	President	<a href="mailto:jotan@sfu.ca">jotan@sfu.ca</a>	778-839-4169
Caitlin Leong	Vice President	<a href="mailto:cgl8@sfu.ca">cgl8@sfu.ca</a>	604-837-6152
Natasha Kumari	Finance	<a href="mailto:ndutt@sfu.ca">ndutt@sfu.ca</a>	604-916-8593
Bailey Wong	Executive	<a href="mailto:baileyw@sfu.ca">baileyw@sfu.ca</a>	778-822-1011
Cameron Lust	Internal Relations Executive	<a href="mailto:clust@sfu.ca">clust@sfu.ca</a>	605-341-8936

Grant #: **2278**

Status: **New/Pending**

Total Revenue: **5513.00**

Total Expenses: **7214.80**

Request Amount: **1701.80**

Approved Amount: **0.00**

Balance: **0.00**

### Request Info

#### Executive Contact Info

Executive: Natasha Kumari ( [ndutt@sfu.ca](mailto:ndutt@sfu.ca) )

Executive Student Number: 301153992

### Overview

Name of event/project: **Internationa Women's Day Conference: Breaking Boundaries**

Event/Project Location: **Sandman Hotel: Vancouver City Centre**

Event Date: **2016-03-12 9:00:00**

Expected Attendance: **93**

1. Purpose and description of event/project:

The International Women's Day (IWD) conference includes speaker presentations and workshops for our attendees. The purpose of the event is to provide tangible skills and insights to our student attendees. The theme is breaking boundaries. Emphasizing the theme, the conference will aid students to overcome societal barriers, utilize their personal strengths, and better engage within their workplaces and communities.

2. Who will benefit from this event?

The attendees will directly benefit from this event. This includes: YWiB members, SFU students and high school students. We hope that the attendees' takeaways from the conference will also aid them in improving their school and workplace environments.

### 3. Who can participate in this event?

The event is open to anyone seeking personal and professional development. Though YWiB is organizing the event, our event is targeting all SFU students. Additionally, we have outreach efforts in place to attract high school students throughout the lower mainland.

### 4. Are you working with other groups on this event/project? If so, who and how?

Although YWiB is solely organizing this event, our team is using our connections with other clubs to create awareness and encourage participation from all student types within SFU.

### 5. Have you or your group organised an event/project like this before? How did it go?

Yes, IWD is the pillar event for YWiB. This is the fifth year our team is organizing the conference. Each year has been successful, with high attendance rates and very favourable feedback.

### 6. Is there a room booking?

No

## Total Revenue -- Both Secured and Anticipated

### Ticket Sales

Description	Price	# Sold	Total
YWiB: Early Bird	30	25	750
YWiB: General	35	13	455
SFU Students	40	37	1480
High School Students	30	22	660
General	40	12	480
YWiB Executives	0	18	0
IWD Team	0	5	0
<b>Total</b>			<b>3,825.00</b>

### Vendors

Name	Service or Product	Fee
Lunapads	Reusable Feminine Products	35
Arbonne	Natural Skincare Products	35
Brainstation	Program, Design, and Business courses	35
YWiB Vancouver	Professional Development Events	35
Giving Gifts	Eco-Friendly "Gifts"	35
(Unsecured Vendors)	TBD	175
<b>Total</b>		<b>350.00</b>

### Estimated Value of Sponsorship

Name	Service or Product	Fee
SFU Alumni Association	Cash	500
Student Engagement Office	Cash	700
(TBD)	Speaker & Host Gifts (6)	60

SFSS: Copy Centre Services Printing

78

**Total**

1,338.00

**Expenses General****Description Cost Quantity Total**

Venue 945 1 945.00

Setup Costs 0.00

Decorations 42.90 1 42.90

**Total 987.90****A/V Expenses****Additional A/V****Description Cost Quantity Total**

Sandman: Projector 200 1 200.00

Sandman: Microphone 125 1 125.00

Sandman: 10 Foot screen 100 1 100.00

(Service Charge) 63.75 1 63.75

(Tax) 58.65 1 58.65

**Total 547.40****Printing Expenses****Description Cost Quantity Total**

laser print or copy 11 x 17 - full colour .50 156 78.00

**Total 78.00****Food Expenses**This event is: **Catered**

Catering Delivery Time: 0:00:00

**Description Cost Quantity Total**

Coffee &amp; Tea Service 3.75 156 585.00

Assorted Pastries 32 13 416.00

Deluxe Working Lunch 24 156 3744.00

(Service Charge) 561.60 1 561.60

(Tax) 237.25 1 237.25

**Total 5,543.85****Equipment Expenses****Description Cost Quantity Total**

Materials 57.65 1 57.65



**Total** 57.65

**Notes**

No data to display.

**Status History**

	<b>Date</b>	<b>Status</b>	<b>Student</b>	<b>Notes</b>
1.	2016-02-15	New/Pending	ndutt@sfu.ca	Grant submitted <a href="#">Edit</a>

**Transaction History**

No data to display.

**Pre-Law Society - SFU****Club Information****Pre-Law Society - SFU**

# Current Members: 231

**Executives**

<b>Name</b>	<b>Position</b>	<b>Email</b>	<b>Phone</b>
Richard Jones	President	rtjones@sfu.ca	306-540-5069
Katarina Bogosavljevic	President	kbogosav@sfu.ca	778-227-7032
Robyn Young	VP Internal	rbyoung@sfu.ca	778-317-8362
Victoria Tortora	VP External	vtortora@sfu.ca	778-668-3097
Kyle Doyle	VP Finance	ktdoyle@sfu.ca	604-805-0936
Silvia Naidu	VP Events	ssnaidu@sfu.ca	778-895-1992
Paras Atashnak	Executive Assistant	patashna@sfu.ca	604-773-2516

Grant #: **2274**Status: **New/Pending**Total Revenue: **0.00**Total Expenses: **945.80**Request Amount: **945.80**Approved Amount: **0.00**Balance: **0.00****Request Info****Executive Contact Info**

Executive: Kyle Doyle ( ktdoyle@sfu.ca )

Executive Student Number: 301244394

**Overview**Name of event/project: **A Day in the Life of a Lawyer**Event/Project Location: **SFU Harbour Centre - 515 West****Hastings Vancouver, BC V6B 5K3**Event Date: **2016-03-10 18:00:00**Expected Attendance: **100**

1. Purpose and description of event/project:

This will be the Pre-Law Society's second "Day in the Life..." event.

There will be a panel of 5-7 lawyers each of which specialize in a unique field of law. The lawyers will discuss their law school experiences, describe the type of law that they practice and discuss a

typical work day of a lawyer. The first half of the event will consist of questions from the MC to the lawyers, after a 15 minute intermission with refreshments, and mingling period with the lawyers, there will be a Q and A session from the audience to the lawyers. Note - This is a FREE event for all who wish to attend. Tickets will be provided on a first-come, first-serve basis.

2. Who will benefit from this event?

Assuming that all of the people who are going to attend this event have an interest in pursuing a career in law, or would like to know more about what a career in law entails, this event will benefit all individuals in attendance. It is a unique opportunity to gain insight into what the daily life of a lawyer consists of as well as what the process of going through law school is like. Individuals who had attended last year's "Day in the Life..." event indicated that the questions that were asked to the panel of lawyers really allowed them to gain valuable insight into what the process of law school and being a lawyer is truly like.

3. Who can participate in this event?

This event is open to all individuals but we are advertising it most strongly to our Pre-Law Society members, as this event will have limited seating available.

4. Are you working with other groups on this event/project? If so, who and how?

N/A

5. Have you or your group organised an event/project like this before? How did it go?

The Pre-Law Society hosted a "Day in the Life..." event last year and the event was our most successful to date. We had the most positive feedback from attendees that we've received from any event since and the panel of lawyers seemed to have enjoyed their time speaking with a room full of eager students wanting to be in their shoes. It was an excellent opportunity for students to network with the professionals on the panel as well as meet the Pre-Law Executive team and its other members.

6. Is there a room booking?

No

**Expenses General**

Description	Cost	Quantity	Total
Honoraria/Speaker Gifts	10	7	70.00
<b>Total</b>			<b>70.00</b>

**A/V Expenses**

**SFU A/V**

Description	Cost	Quantity	Total
			0.00
			0.00
			0.00
<b>Total</b>			<b>0.00</b>

**Printing Expenses**

Description	Cost	Quantity	Total
Bulk laser print or copy 8.5 x 11 - black/white	.08	80	6.40
<b>Total</b>			<b>6.40</b>

**Food Expenses**This event is: **Catered**

Catering Delivery Time: 0:00:00

Description	Cost	Quantity	Total
Veggie Platter	85	2	170.00
Torto Pacifica - Crackers	75	2	150.00
Torta Rustica - Bread	75	1	75.00
Torta Basílica - Crackers	75	1	75.00
Crab and Cheddar Mousse	60	2	120.00
Pitcher of Water (guest)	5	6	30.00
Pitcher of Water (speaker)	5	4	20.00
Cups of Coffee	2	20	40.00
Cups of Tea	2	20	40.00
5% Tax	36	1	36.00
15% Gratuity	113.40	1	113.40
<b>Total</b>			<b>869.40</b>

**Notes**

No data to display.

**Status History**

	Date	Status	Student	Notes	
1.	2016-02-15	New/Pending	ktdoyle@sfu.ca	Grant submitted	Edit
2.	2016-02-14	Draft	ktdoyle@sfu.ca	Draft Grant saved	Edit
3.	2016-02-14	Draft	ktdoyle@sfu.ca	Draft Grant saved	Edit
4.	2016-02-14	Draft	ktdoyle@sfu.ca	Draft Grant saved	Edit

**Transaction History**

No data to display.

## 25toLife

### Club Information

#### 25toLife

# Current Members: 21

#### Executives

Name	Position	Email	Phone
Manhei Lee	President	manheil@sfu.ca	778-773-1090
Jordan Binotto	Vice President	jbinotto@sfu.ca	604-218-3934
Crystal Tseng	Vice President	cbtseng@sfu.ca	778-554-7737

Grant #: **2271**

Status: **New/Pending**

Total Revenue: **11065.00**

Total Expenses: **4707.53**

Request Amount: **-6357.47**

Approved Amount: **0.00**

Balance: **0.00**

### Request Info

#### Executive Contact Info

Executive: Jordan Binotto ( jbinotto@sfu.ca )

Executive Student Number: 301179135

### Overview

Name of event/project: **25toLife Events**

Event/Project Location: **Harbour Centre, Fletcher Challenge Theatre and Concourse**

Event Date: **2016-03-31 17:00:00**

Expected Attendance: **1290**

1. Purpose and description of event/project:

The 25toLife club is aiming to host a variety of different events all across campus to build a stronger community at Simon Fraser University. Here are the events that we are planning: Project Advancement: Our case competition and workshops are designed to help teens succeed in the business world by providing them with an opportunity to learn from and interact with experienced professionals. We provide workshops for Powerpoint Presentations, Issue analysis and Recommendations. Delegates participate in these interactive workshops and are given feedback by case competitors who have represented SFU in the past. After 2 weeks of workshops, students are offered the opportunity to put their learning to the test by competing in a case competition. This case is based on business problems students could encounter in the real world regardless of which discipline they decide to pursue. Our goal is to educate delegates and provide a real taste of the business world. We want to show students how amazing marketing can be, and allow them to be

creative with their solutions. We were once high school students stuck at a crossroad - unsure of what direction we wanted to go after high school. We created Project Advancement to create an introductory business experience for prospective undergraduate students. Project Advancement is a fun way for students to apply the business knowledge that they learned in their business-related classes and practice their public speaking skills.

**SFU Automotive:** Many students cannot afford to have their car professionally maintained by a mechanic at an auto-body shop. They also lack the knowledge and experience to do it themselves. Our goal is to hold workshops for thrifty students that teach a variety of topics regarding: owning a car, paint repairs, simple maintenance, driving manual, buying first car, oil change, battery, etc. We will also be creating and distributing surveys to learn more about student needs. Survey will include whether they plan to attend, what topics regarding cars interest them the most, and which campus they mostly attend. Survey will be sent out via Facebook, and survey takers will have 1 week to respond. Using information given from those who responded to the survey we will attempt to predict the number of attendees. From that number, we will decide the size of the workshop, and plan for multiple workshops if needed. Workshops that require on hand lessons (intro to bodywork and driving manual) should include no more than 10 people per session. From the number of people, we will also decide how many tools and materials to purchase. Contingency of 10% additional materials will be purchased in case learners make mistakes.

**Laugh it Out: Comedy Night:** The prevalence of mental health illness has been increasing. One in four British Columbians will experience a mental illness in their lifetime. Mental illness can have dramatic impacts on work, family, personal, and social life. Thus, we want to raise awareness of student mental health. The more people know about preventing mental illness, recognizing symptoms, and knowing when and where to go for help, the better equipped people are to lead a healthier lifestyle. The project will collaborate with the Canadian Mental Health Association (CMHA), BC Division. The project consists of two events: a comedy night and a small fundraising event. The comedy night is our main event. Students usually get stressed out and worried about finals, especially if they have been procrastinating all semester. There is not much that can be done to help them academically, so we decided to lighten up their lives for a few hours! To help de-stress SFU students before finals week, we will hold a comedy night at the SFU Highland Pub. Another event is a bowling fundraising event to support CMHA. CMHA promotes mental health and supports people experiencing mental illness through education, research and services. We'd love to help them to achieve their goals and improve British Columbians' mental health.

**Project Fully Clothed:** Project Fully Clothed has been designed to benefit The Covenant House of Vancouver, which assists homeless youth in Vancouver aged 16 to 24. This project has several deliverable components. The first component of Project Fully Clothed is a clothing drive. This will be run within communities in Abbotsford, Surrey, Port Moody, and North Vancouver. Besides going door-to-door and dropping off clothing bags to be filled, we will be reaching out to students at SFU, clubs at SFU, and elementary/high schools within our communities for clothing donations. The second component of Project Fully Clothed is a Chipotle dinner fundraiser. Those who go into Chipotle on March 28th and say they are there to raise money for The Covenant House,

will have 50% of their bill go towards our cause, to raise funds for The Covenant House programs. Our final major deliverable is obtaining sponsorship from businesses to raise money to specifically go towards underwear for homeless youth. **Treat your Feet:** To serve our local community better, we decided to target and serve the homeless population of Vancouver. We decided to help alleviate some of the day-to-day burdens that they face. Socks are the number one most requested clothing item at homeless shelters, according to Bombas.com. Keeping feet warm without having clean and dry socks is very hard in Vancouver weather. Thus, we decided to tackle that problem specifically. **Local Love Market:** The Local Love Market is a one-day market event for local businesses to promote their products and services. The goal is to provide an environment for the general public to come out and see what local businesses are in their community. All proceeds from the event will be going towards the B.C. Children's Hospital Foundation. There will be a raffle draw at the event and the Big Love Ball is coming out, with which we will be doing a photo area. The vendors who are coming to the event are donating a majority of the raffle prizes. The event is open to the general public and admission is \$2 for anyone over 12 years old; children will get in for free. We will be bringing in approximately 45 vendors who will each have their own booths. The businesses products range from clothing, jewelry, food, home goods, as well as other products. Also, we will be doing some art projects with the children who attend, which will be given to the B.C. Children's Hospital Foundation along with the monetary donations. **SFU Faculty Cup:** The 2016 SFU Faculty Cup is a one-day tournament where each team will represent their faculty and will compete for the title of the Faculty Cup Champions. Being SFU students, we understand that it may be difficult to create friendships outside our designated faculties. Thus, this event aims to bridge this divide, to strengthen the SFU community as a whole, and to overall, raise funds towards the Covenant House. The 8 student teams will compete in 4 different sports/activities: Soccer, European Handball, Monster Ball and a Relay. Each team will have the opportunity to play each sport in a round-robin tournament format, and the team with the highest out of points at the end will be titled as the winners. **Inspiring Change:** We will be running a networking and speaker event with the intention of raising funds for the Canadian Cancer Society charity through SFU's 25toLife club and initiative. This event will consist of multiple speakers in a "TED Talks" style format as well as time for industry professionals and students to mingle in a cocktail party setting before the speeches commence. This event will be 19+ as we plan to serve alcohol. Our aim for this project is to host an event with speakers that not only help excite and inspire business students in our community, but also give back and help charity.

## 2. Who will benefit from this event?

**Project Advancement:** The students of David Thompson will benefit from this event as it will activate their leadership and skillsets at a young age, and will give them a jump start on obtaining applicable hard and soft skills that they will be able to use in post-secondary. SFU will also benefit from this event as a whole as the branding of SFU will be established in youth that are about to make their decisions on what universities to attend. Students at SFU will also benefit as they will be extrinsically motivated by having something to put on their resume, and intrinsically motivated by the idea of empowering the youth of today. **SFU Automotive:** This event is

geared towards university and high school students who want to learn how to perform basic maintenance and minor touch ups on their cars, in addition to driving standard and buying their first car. It will also benefit the SFU students involved who are teaching these applicable skills to students. Laugh it Out: Comedy Night: SFU Students. Project Fully Clothed: Covenant House Vancouver will be receiving the donations, and through them, Vancouver's homeless youth population will benefit. Treat your Feet: Homeless individuals in Vancouver. Local Love Market: B.C. Children's Hospital Foundation SFU Faculty Cup: We are benefiting street youth, aged 16-24, who have experienced physical, sexual and or emotional abuse, often at the hands of the adults that were responsible for taking care of them. Through this event we aim to provide the Covenant House with additional funds to care for these individuals Inspiring Change: Although our event is open to the public, our main focus is on SFU students and giving them the opportunity to network with local industry professionals. By expanding the range of people who will be able to attend our event, we are allowing for more diverse networking opportunities. Our event will also be benefitting the BC Cancer Society by helping them promote and raise awareness for the organization.

### 3. Who can participate in this event?

Project Advancement: High school students of David Thompson. This event is restricted to these students as the program was created to provide youth with the knowledge and resources to be comfortable in choosing their post-secondary pathway. SFU Automotive: SFU Students. Laugh it Out: Comedy Night: Anyone 19+ (primarily SFU Students) Project Fully Clothed: We expect community members to participate in our events as well as family members and friends. Treat your Feet: Everyone. Local Love Market: General Public. SFU Faculty Cup: Undergraduate SFU Students are allowed to be competitors, though everyone is welcomed as spectators. Inspiring Change: This event is open to the public - anyone can attend.

### 4. Are you working with other groups on this event/project? If so, who and how?

Project Advancement: We are working with David Thompson, and other in-kind sponsors such as Nesters Market and Steve Nash Fitness. SFU Automotive: SFU Parking Services. Laugh it Out: Comedy Night: Canadian Mental Health Association (CMHA), BC Division Project Fully Clothed: We have partnered with Covenant House Vancouver to be most effective in assisting Vancouver's homeless youth. We have also partnered with Chipotle Mexican Grill to secure funds for the Covenant House. We have 3 major sponsors that we will be working with: The Covenant House, Chipotle, and potentially Microsoft. The Covenant house is the charity that we are raising funds for. Microsoft is a sponsor we have reached out to, and we are waiting for a formal response from. We requested a cash donation that will be directed to The Covenant House. A confirmed sponsor is Chipotle who we have arranged an event with, and those who go to Chipotle and state they support our cause, will provide us with 50% of the revenue from their food purchased. Treat your feet: Salvation Army, we will help donate to their organization. Local Love Market: B.C. Children's Hospital Foundation, The Big Love Ball, Gaming Policy and Enforcement Branch of B.C., SFU Risk Management, Local Businesses, Photographer, Table Rental Company, SFSS, The Province, Vancouver Sun, North Shore News, Bespoke Décor, and The Pipe Shop SFU Faculty Cup: We are working



with the Covenant House Vancouver, SFSS, and all 8 Faculties.

Inspiring Change: We are working with a student team of 6 from BUS361 (Project Management) to plan and execute this event. Event planning will be done through meetings and phone calls.

5. Have you or your group organised an event/project like this before? How did it go?

Project Advancement: Organized two weekend conferences to teach skills on facilitating workshops and leading teams. Organized six Global Impact Fairs, an event occurring per semester that promotes international work and volunteer internships abroad including food, activities, giveaways, etc. Organized two networking conferences with 70+ attendees Ran three Sporting events ranging from 30-80 participants Helped Organize a diabetes charity event in partnership with Helped organize and cob oven construction Helped Organize and run 12 booksales over a period of seven years Organized AIESEC SFU's Global Impact Fair with 200 participants Organized Vancity Idol 2013 incorporating all of the school district's top talent with over 1000 attendees Organized and Facilitated Vancouver District Student Council's Let's Talk Erase Bullying Forum Organized a 3 to 4 hours seminar for returning exchange participants at AIESEC SFU.

Responsibilities included managing event logistics, planning the agenda, as well as facilitating the seminar. SFU Automotive: One of the primary objectives of this event is to learn how to minimize expenditure on cars. Our team would like to charge as little as possible from the participants in the spirit of the objective. We will be able to gauge the number and demographics of participants better with our upcoming survey, but we will assume that regardless of the learning outcome they would prefer to spend as little as possible. We believe the more people we are able to reach, the better the goal of "service learning" is reached. This can be enabled by lowering the entry cost to \$2 per person with the assistance of SFSS grant.

Previous event experience: most of the group members have been heavily involved in student clubs (e.g. Management Information Systems Association, Finance Club, etc.) and have extensive event planning experience. For example, one of the group members has been the Event Director for MISA and managed operational and administrative functions to ensure the event was on time, within budget, and met all expectations. Another has been a grade representative in high school for several years, successfully running numerous events for internal and public audience.

Laugh it Out: Comedy Night: Coordinated a Work Christmas party at the Century Plaza hotel in January 2016 80 people (employees and their spouses and our customers) 40 hotel rooms Dinner at the hotel restaurant Purchasing tickets for the comedy show in the hotel Activities include: Weekly communication with hotel, comedy club, employees and customers to finalize total number of guests attending Ensuring that the event was well-planned and fun for the main demographic of employees (late 20's to early 30's) One-time memo to all guests confirming all details of event Coordination of hand-out of comedy club tickets and drink tickets to all guests Coordination of gift giveaway to employees after company presentation Finalizing hotel guest list to be sent off to hotel and ensuring smooth check-in of all guests Coordinating with president to fill spots of any last minute cancellations Project Fully Clothed: Our five person team has a breadth of professional and volunteer experiences. Some of us also have direct event experience. For example, team member Jesse has participated in event fundraisers for his past sports teams, including

a test-drive event, where for every individual who tested a car, \$20 was donated to his team. Team member Kerri currently works for SFU Recreation, where she helps plan, coordinate, run, and promote community events, including SFU Recreation's Bunny Yoga. She also has held numerous small-scale events, including Krispy Kreme doughnut fundraisers, and was on the planning committee for SFU Dance Marathon in 2015, which raises money for B.C. Children's Hospital. Overall, combined our team has raised several thousands of dollars for various charitable organizations. We are enthusiastic, motivated and driven to achieve our goal of making a lasting impact on homeless youth of Vancouver. Treat your Feet: Organizing games for groups of kids during camp, Plan social and cultural events for around 30 people. Organizing sales event for 10 start-ups Fundraising events on campus, such as food selling. Organized and ran local sports leagues (cricket and soccer) in Karachi, Pakistan. Organized and led SFU marketing and "rep"-team for SnowJam 2016. Organized, and helped run, and manage theatre productions at "Impact 11 - International Theatre Festival" in Kitchener, Ontario. SFU Faculty Cup: Organized a \$100,000 trade show for an app (i.e. YO! messaging app) at the Mobile World Congress in Barcelona. Lead a team of 5 to organize the Beyond the Bags Eco-Fashion Show for 250+ guests. Organized the 2014 BASS FROSH for new incoming students into the Beedie School of Business. Organized the SFSS Fall Kick-off for 2000 guests. Organized the 2014 Beedie Olympics for 200 guests.

6. Is there a room booking?

No

## Total Revenue -- Both Secured and Anticipated

### Ticket Sales

Description	Price	# Sold	Total
SFU Automotive (pre-sale)	2	20	40
SFU Automotive (regular)	5	55	275
SFU Automotive (door)	10	55	550
Comedy Night	5	90	450
Project Fully Clothed	10	100	1000
Treat Your Feet (event 1)	5	30	150
Treat Your Feet (event 2)	5	30	150
Treat Your Feet (event 3)	5	40	200
SFU Faculty Cup	10	80	800
Inspiring Change	15	50	750
<b>Total</b>			4,365.00

### Vendors

Name	Service or Product	Fee
Local Love Market		4500
<b>Total</b>		4,500.00

### Estimated Value of Sponsorship

Name	Service or Product	Fee
Comedy Night		100

Project Fully Clothed	2100
<b>Total</b>	<b>2,200.00</b>

### Expenses General

Description	Cost	Quantity	Total
Venue	810	1	810.00
Setup Costs			0.00
On Site Staff			0.00
Security	200	1	200.00
Honoraria/Speaker Gifts	150	1	150.00
Prizes (\$25 maximum)	25	1	25.00
Table and Chairs	1010	1	1010.00
Cash bar	200	1	200.00
Food and beverage charge	35	1	35.00
<b>Total</b>			<b>2,430.00</b>

### A/V Expenses

#### SFU A/V

Description	Cost	Quantity	Total
Speakers	88	1	88.00
Mics, sound, etc	161	1	161.00
<b>Total</b>			<b>249.00</b>

### Printing Expenses

Description	Cost	Quantity	Total
Bulk laser print or copy 8.5 x 11 - black/white	0.25	1000	250.00
laser print or copy 11 x 17 - black/white	0.08	500	40.00
laser print or copy 8.5 x 11 - full colour	0.2	600	120.00
laser print or copy 11 x 17 - full colour	0.25	200	50.00
Vertical banner (in a rollup stand)			0.00
Horizontal banner (hanging with grommets)	30	3	90.00
<b>Total</b>			<b>550.00</b>

### Food Expenses

This event is: **Catered**

Catering Delivery Time: 0:00:00

Description	Cost	Quantity	Total
Catering	500	1	500.00
<b>Total</b>			<b>500.00</b>

**Equipment Expenses**

<b>Description</b>	<b>Cost</b>	<b>Quantity</b>	<b>Total</b>
Event Props	100	1	100.00
Materials	20	1	20.00
Art Supplies	35	1	35.00
Garbage Bags	20.67	1	20.67
Website Hosting	70	1	70.00
Miscellaneous	140	1	140.00
Bin for schoo clothing collections	40	3	120.00
Socks for sale	1.86	100	186.00
SFU Automotive (auto equipment)	286.86	1	286.86
<b>Total</b>			<b>978.53</b>

**Transportation Expenses**

<b>Description</b>	<b>Cost</b>	<b>Quantity</b>	<b>Total</b>
Vehicle Rental 50	1		0.00
<b>Total</b>			<b>0.00</b>

**Notes**

No data to display.

**Status History**

	<b>Date</b>	<b>Status</b>	<b>Student</b>	<b>Notes</b>	
1.	2016-02-26	New/Pending	cbtseng@sfu.ca	Grant submitted	Edit
2.	2016-02-26	Draft	cbtseng@sfu.ca	Draft Grant saved	Edit
3.	2016-02-26	Draft	cbtseng@sfu.ca	Draft Grant saved	Edit
4.	2016-02-26	Draft	cbtseng@sfu.ca	Draft Grant saved	Edit
5.	2016-02-26	Draft	cbtseng@sfu.ca	Draft Grant saved	Edit
6.	2016-02-25	Draft	cbtseng@sfu.ca	Draft Grant saved	Edit
7.	2016-02-25	Draft	cbtseng@sfu.ca	Draft Grant saved	Edit
8.	2016-02-17	Draft		changed to draft status as per Hangué's request	Edit
9.	2016-02-15	New/Pending	jbinotto@sfu.ca	Grant submitted	Edit
10.	2016-02-13	Draft	jbinotto@sfu.ca	Draft Grant saved	Edit
11.	2016-02-13	Draft	jbinotto@sfu.ca	Draft Grant saved	Edit

## Transaction History

No data to display.

**25toLife****Consolidated Projects****Expenses, Revenue and Request Amount (February 21st, 2016)**

<b>Event</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Request Amount</b>
Project Advancement	\$300	\$0.00	\$300
SFU Automotive	\$286.86	\$865	\$246.86
Comedy Night	\$1,050	\$550	\$350
Project Fully Clothed	\$363	\$3,100	\$363
Treat Your Feet	\$251	\$500	\$250
Local Love Market	\$975	\$5,200	\$100
SFU Faculty Cup	\$1,068	\$800	\$268
Inspiring Change	\$781	\$750	\$796
<b>Total</b>	<b>\$4,294</b>	<b>\$11,015.00</b>	<b>\$2,674</b>

<b>25toLife</b>		
<b>Project Advancement</b>		
<b>Expenses (February 6th, March 3rd, and March 7th, 2016)</b>		
<b>Items</b>	<b>Description</b>	<b>Total Cost</b>
Food	Food, chips and candy for participants	\$250
Flip Chart Paper	Used for case analysis	\$20
Sharpies	Used on chart paper for participants	\$10
Pens and Paper	Used for participants	\$20
	Total	\$300

**Request amount :** \$300

<b>25toLife</b>				
<b>SFU Automotive (Risky Biz)</b>				
<b>Expenses (March 19th, 2016)</b>				
<b>Items</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>
Rustoleum Auto Enamel Gloss Black	Spray Paint	10	\$12.17	\$121.70
Mineral Spirit (1L)	Paint Solvent	1	\$5.03	\$5.03
3M Wetordry Sandpaper, 5-pk	1000 grit	1	\$5.59	\$5.59
3M Auto Sandpaper, 6-pk	320 grit	2	\$3.35	\$6.70
Dupli-Color Perfect Match Auto Paint, Clear Top Coat, 8-oz	Paint Coating	5	\$16.79	\$83.95
Cantech Utility Masking Tape, 36 mm x 55 m	Vehicle Masking	2	\$3.68	\$7.36
Liberty Glove & Safety Glove-Duraskin-T2010W Nitrile Industrial Glove (Box of 100)	Latex free, Amazon.ca	1	\$9.60	\$9.60
G & F Particle Respirator Non-Toxic Dust Mask Box of 50	Non-toxic particles, Amazon.ca	1	\$11.20	\$11.20
AmazonBasics Microfiber Cleaning Cloth - 24 Pack	Solvent Application, Amazon.ca	1	\$20.06	\$20.06
Meguiar's® Ultimate Compound	Colour Resotoration + Wax	1	\$15.67	\$15.67
			<b>Total</b>	<b>\$286.86</b>

<b>25toLife</b>				
<b>SFU Automotive (Risky Biz)</b>				
<b>Revenue (March 19th, 2016)</b>				
<b>Revenue</b>	<b>Quantity</b>	<b>Price</b>	<b>Total Costs</b>	
Pre-Sale	20	\$2	\$40	
Regular	55	\$5	\$275	
Door	55	\$10	\$550	
			<b>Total</b>	<b>\$865</b>

**Request amount:**

\$246.86



<b>25toLife</b>
<b>Comedy Night</b>
<b>Expenses (April 8th, 2016)</b>

<b>Items</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Total Costs</b>
Printing	200	\$0.25	\$50
Artist	1	\$800	\$800
Security Guard	2	\$100	\$200
<b>Total Production Expenditures</b>		<b>Total</b>	<b>\$1,050</b>

<b>25toLife</b>
<b>Comedy Night</b>
<b>Revenue (April 8th, 2016)</b>

<b>Revenue</b>	<b>Quantity</b>	<b>Price</b>	<b>Total Costs</b>
Regular	90	\$5	\$450
Sponsorship			\$100
		<b>Total</b>	<b>\$550</b>

**Request amount:** \$350

<b>25toLife</b>
<b>Project Fully Clothed (Team Sahara)</b>
<b>Expenses (March 28th, 2016)</b>

Items	Quantity	Unit Price	Total Costs
Garbage bags for collection	5	\$20.67	\$103.35
Colored Flyers	500	\$0.2	\$100.00
Black and white flyers	500	\$0.08	\$40.00
Website Hosting		\$70	\$0.00
Miscellaneous stationary (staples, markers, tape, thank you cards to donors etc.)		\$40	\$0.00
Transportation expenses (for collecting clothes and delivering clothes)		\$50	\$0.00
Bin for school clothing collections (40*3)	3	\$40.00	\$120.00
Banner for school clothing collection bins (20*3)	3	\$30.00	\$90.00
<b>Total</b>			<b>\$363</b>

<b>25toLife</b>
<b>Project Fully Clothed (Team Sahara)</b>
<b>Revenue (March 28th, 2016)</b>

Revenue	Quantity	Price	Total Costs
Business Sponsorship			\$2,000
Microsoft			\$100
Tickets	100	\$10	\$1,000
<b>Total</b>			<b>\$3,100</b>

**Request amount:** \$363

<b>25toLife</b>
<b>Treat Your Feet</b>
<b>Expenses (February 21st, 2016)</b>

Items	Quantity	Price	Total Costs
Socks for sale	100	\$1.86	\$186
Printing Flyers		\$20	\$20
Printing signboard		\$40	\$40
Sharpees/Markers		\$5	\$5
		Total	\$251

<b>25toLife</b>
<b>Treat Your Feet</b>
<b>Revenue (February 21st, 2016)</b>

Revenue	Quantity	Price	Total Costs
Sock sales (Event 1)	30	\$5	\$150
Sock sales (Event 2)	30	\$5	\$150
Sock sales (Event 3)	40	\$5	\$200
		Total	\$500

**Request amount:** \$250

<b>25toLife</b>
<b>Local Love Market</b>
<b>Expenses (March 27th, 2016)</b>

Items	Total Costs
Venue Rental	\$525
Table Rentals	\$350
Miscellaneous (decorations, promotions donation box, etc)	\$100
Total	\$975

<b>25toLife</b>
<b>Local Love Market</b>
<b>Revenue (March 27th, 2016)</b>

Revenue	Total
Vendor Booths	\$4,500
Raffle (approx) \$1/ 2 tickets and \$3/5 tickets	\$200
Admission Fees (approx) \$2/ ticket	\$500
Total	\$5,200

**Request amount:** \$100

<b>SFU Faculty Cup</b>
<b>Expenses (February 21st, 2016)</b>

Items	Total Costs
Facilities (tables, chairs)	\$660
AV	\$88
Promotions (posters, banners, signage)	\$200
Equipment rentals (sporting)	\$20
Miscellaneous	\$100
<b>Total</b>	<b>\$1,068</b>

<b>25toLife</b>
<b>SFU Faculty Cup</b>
<b>Revenue (February 21st, 2016)</b>

Revenue	Quantity	Price	Total
Regular tickets	80	\$10	\$800
<b>Total</b>			<b>\$800</b>

**Request amount:** \$268

<b>25toLife</b>
<b>Inspiring Change</b>
<b>Expenses (March 31st, 2016)</b>

<b>Items</b>	<b>Total Costs</b>
<b>A/V</b>	\$161
<b>Venue</b>	\$285
Cash Bar	\$200
<b>Ticket Seller</b>	\$100
Food and Beverage Charge	\$35
<b>Catering</b>	\$250
Printing	\$50
Materials	\$20
Prizes	\$25
Speaker gifts	\$150
<b>Total</b>	<b>\$1,276</b>

<b>25toLife</b>
<b>Inspiring Change</b>
<b>Revenue (March 31st, 2016)</b>

<b>Revenue</b>	<b>Quantity</b>	<b>Price</b>	<b>Total</b>
Regular tickets	50	\$15	\$750
<b>Total</b>			<b>\$750</b>

Request Amount: \$796 (A/V, Venue, Ticket Seller, Catering)