SAFC Budget Workshop
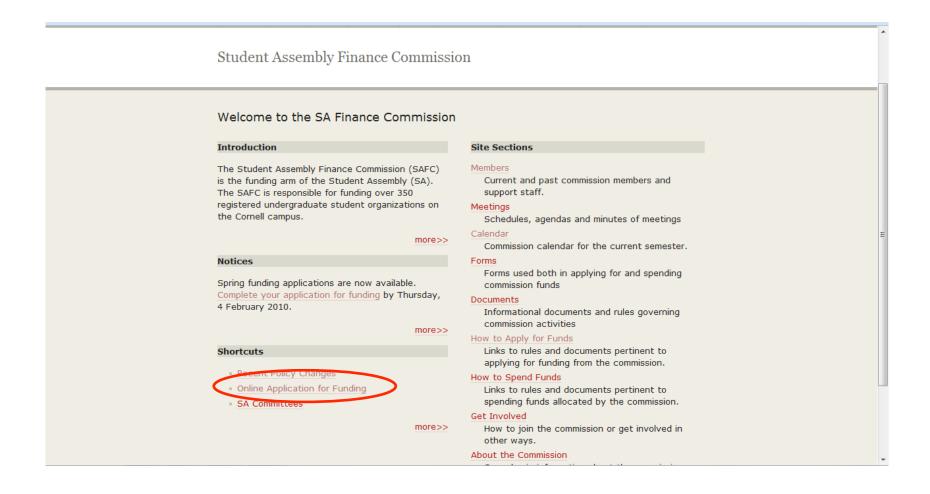
Accessing the Online Budget

Accessing the Online Budget

Student Assembly Finance Commission

SAFC Home

Members

Meetings

Calendar

Forms

Documents

Applying for Funds

Spending Funds

Get Involved

About the Commission

SA Shortcuts
- SA Finance Commission
- Old SA Site

SAFC Shortcuts
- Recent Policy Changes
- Online Application for

Online Application

This is the portal to online budget applications. Applications become available on budget release dates and remain available until the corresponding online budget deadlines.

Note: Visit our online resources on applying for funds before you file an application with an online form.

Note: If you need to change a previously submitted budget, you must re-enter the whole budget, so please don't submit until you're sure the information is correct. In a change from past semesters, your budget will not submit until all presidents, treasurers, and advisors of the organization approve.

Note for co-organized budgets: Co-organized budgets should be submitted in paper copy by Tuesday, 9 February 2010. Budgets will be rejected if fewer than two participating organizations have submitted single organization budgets online. You may download and print a Co-organized Event Application.

Note: The online application does not yet support the *Supporting Documentation Checklist*. Instead use the organization checklist provided in the budget packet folder, or download and print a checklist to include with your supporting documents.

- Online Application for Single Organization Budgets

Creating a New Budget

Creating a New Budget

Adding Expense Catagories

my profile | logout

Listing items for Request of ████████████ from Spring 2010 SAFC Single Organization Budget

Perspective	Amount	Comment

Add New Item: Administrative Expense [Add]

████████████ | Show request

Administrative Expenses

New edition

Basic Information

Number of copies*   100

Number of buckets of chalk*   3

Amount for Daily Sun Ads*   163

Repairs and Restocking*   0

Mailbox at   ◯ $25
Willard   ◯ $40
Straight
Supporting Documents
Maximum request: $0.00
Funding Amount and Rationale
renew, $40
new)

requestor Amount*   200

requestor Comment*   For administrative expenses.

Durable Good

New edition

Basic Information

Description*

Spalding basketball

Quantity*

1

Price*

25.00

Supporting Documents
Maximum request: $0.00
Funding Amount and Rationale

requestor Amount*

25.00

requestor Comment*

Local Event

New edition

Basic Information

Date*   2010-01-28

Title*   SAFC Workshop

Location*   Lewis Auditorium

Purpose*   Educate present treasurers

Anticipated Number of Attendees*   10

Admission Charge Per Attendee*   0

Number of Publicity Copies*   1000

Rental Equipment, Services, and Intellectual   500
Property Use Fees*

A Use of University Property Form must be filed for certain large or higher risk events. The form enables event planners to connect with university officials in order to make their event planning experience efficient and painless. You will be required to submit such a form if any of the following describe your event:
food and/or alcohol will be served

held outdoors

money will be collected for sales or fundraising purposes

held in a venue with a capacity of 200 or more people

may be seen as controversial or high risk

Local Event w/Speaker

New edition

Basic Information

Name of Speaker, Performer, or Group* | Speaker to train treasurers

Travel distance* | 100

Number of travelers* | 1

Nights of lodging* | 1

Engagement fee* | 200

Regarding the speaker or performer, do any of the following statements apply? The speaker or performer:
speaks on or supports controversial issues

enjoys national or international prominence

holds a political office in any nation

holds a senior position in a major corporation or business

has received threats wihtin the last year

is the subject of negative feedback your organization has received for inviting him or her

draws or is expected to draw a large crowd

has requested a large engagement fee to appear on campus

is someone you feel extremely lucky to have interested because of his or her busy schedule

Publications

Editing edition

Basic Information

Title*
The Cornell Times

Number of issues*
2

Number of Copies Per Issue*
500

Purchase Price Per Copy of Each Issue*
0

Cost of Publication Per Issue*
100

Supporting Documents
Maximum request: $200.00
Funding Amount and Rationale
requestor Amount*
200

requestor Comment*

Travel Event

Editing edition

Basic Information

Event Date*   2010-03-03

Event Title*   SAFC training field trip

Event Location*   New York City

Event Purpose*   To further train treasurers

Number of travelers per group or team*   4

Number of groups or teams*   1

Travel distance*   223

Nights of lodging*   1

Fees per person*   0

Fees per group or team*   0

Supporting Documents
Maximum request: $116.20
Funding Amount and Rationale

requestor Amount*   116

requestor Comment*

Submitting Budget

Listing items for Request of ▮▮▮▮▮▮▮▮▮▮▮▮▮ from Spring 2010 SAFC Single Organization Budget

Perspective	Amount	Comment		
Administrative Expense			Move	Destroy
requestor	$200.00	For administrative expenses.	Edit	
Spalding basketball (Durable Good Expense)			Move	Destroy
requestor	$25.00		Edit	
SAFC Workshop (Local Event)			Move	Destroy
requestor	$530.00		Edit	
Speaker to train treasurers (Speaker or Performer Expense)			Move	Destroy
requestor	$355.00		Edit	
Add New Item: [Speaker or Performer Expense ▼] (Add)				
The Cornell Times (Publication)			Move	Destroy
requestor	$200.00		Edit	
SAFC training field trip (Travel Event Expense)			Move	Destroy
requestor	$116.00		Edit	
Add New Item: [Durable Good Expense ▼] (Add)				

Submitting Budget

Profile

Requests you've started

Choose a request below to examine and modify its items:

Spring 2010 SAFC Single Organization Budget started Show Detail | Manage Items | Destroy | **Approve** |

Requests that have been released

Results are available for the following requests:

Fall 2009 Single Organization Budget released Show Detail | **Manage Items** | | |

Organization information

SAFC Individual Help Sessions

- Date: Tuesday – Thursday , February 2 – 4

- Time: 4:30PM – 5:30PM

- Location: B12 Day Hall

Questions

?