This form must be submitted to Student Accounts NO LATER than 4:30 PM on the Tuesday (subject to change) before the meeting in which you wish the item to appear. It MUST be filled out completely (all pages), or your request may be postponed or denied. Attach additional sheets if necessary.

Clubs should fill out the "ICC/Club Budget Request" form for all requests.

NOTE: The Finance Committee does not meet during the first week of the quarter, dead and finals weeks or breaks.

Please submit the origin					
Name: Kulwant Singh		Signature &	& Date: Kulwant Singh (Apr 13.)	2021 15:21 PDT)	04/13/2021
Phone: (408) 864-8745			singhkul		
Group or department you are	representing:	Athletics D	epartment		
You are required to attend the DAS items 1 and 2 below and possibly it Request to be on the Finance (	em 3 as well if determined by	the Chair of	Finance.	change), to answer	any questions for
1. ☐ GENERAL ITEM (Inc Summary of item: (REQU			ıry)		
2.  NEW OR ADDITION. Complete the next two pages as well additional details and event/progra	ll when requesting new or add	ditional fundi	ng. Attach additional	l sheets if necessary	2. Also attach
3. X□ OBJECT CODE/LI	INE ITEM TRANSFER (	Only Page 1 R	equired; must attend F	inance Committee m	eeting only if
contacted):					
Account Name: Athletic	s Away Games				
Account Number: 41-	57201				
From Object Code:	To Object Code:	Requ	ested Amount \$	<i>DASB Use</i> Approved	e only   Amount \$
5510	4010 (Misc Supplies)	\$	20,000		
				_	
Reason for Transfer: (REQU	JIRED, use additional shee	ets if necessa	ry)		
Athletics would like to pu	rchase Canopies with the r	new De Anz	a mascot and logo.	Currently Athleti	ics has canopies
with the word "Dons" and no	-		_	•	-
Orientation, Opening Day, Op	<del>-</del>				
The Budgeter and Administrator can					
Kulwant Singh	Kulwant Singh (April 3, 2021 15:21 PDT)	(	408) 864-8745	sinahkulwant	@deanza.edu_
Budgeter's Name (PRINT)			Phone Number	E-mail	(u)dcanza.cdu
,	Di We				$\bigcirc$ 1 1
Eric Mendoza Administrator's Name (PRI	(NT) Administrators Sig	mature F	<u>(408) 864-840</u> Phone Number	<u>2 </u> mendozaeric( E-mail	<i>w</i> deanza.edu
Tummstator 5 Tume (11th		ction Taken		L IIIII	
	(ot	ffice use only)			
☐ Transfer Approved a	and Forwarded to Student A	Accounts on	Date	Tran	sfer Denied
DASR Chair of Finance			ASR Advisor		

1.	Program (Account) Name:	
2.	Have you previously received DASB funding for this program	
	No □ Yes □ DASB Account Number:	Year Funded:
	3. If yes, amount previously requested for current account	\$
	4. If yes, total amount previously allocated current account	\$
5.	How long has this program existed?	<u> </u>
6.		
	Please ACCURATELY and THOROUGHLY complete numbers	
and dis	rposes/Restrictions) also list ALL Co-Sponsorships for the Program; include a amounts will be verified. Failure to disclose ANY and ALL non-D qualification of your request and/or the freezing of your DASB Account if Budget Accounts:	anticipated future sources and co-sponsorships. Accounts ASB Funding Sources will result in the immediate already approved.
Ir Fu	ust Accounts:	
FF	and 15 Accounts:	
	rant Funded Accounts:	
Ot	her District Accounts:	
Of	ff-Campus/Off-District Accounts:	
Or	n-Campus Co-Sponsorships:	
Oi	f-Campus Co-Sponsorships:	
	Give a brief description of the program/services to be provided ow will these funds benefit present and future students?	
9.	How do you use other funding to support your program?	
10	. What would be the impact if DASB did not completely fund th	is request?
be	. How have you been meeting or how do you plan to meet the nefiting from DASB funds allocated to you have paid the \$10 I DASB Budget Stipulation # 1)?	DA Student Body Fee and are DASB Members
12	. Total amount being requested (You must also complete the object code information on the next page)	\$

#### Signatures that are needed for requesting funds

All financial documents, forms, requests/requisitions require the signature of the budgeter(s) and the administrator responsible for the program of the account. The budgeter and administrator responsible for the program of the account shall sign designating this is an appropriate expenditure of DASB funds and in the best interest of the student body. Administrators are responsible for any expenditures exceeding budget allocations. **The Budgeter and Administrator cannot be the same person.** 

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.

They are available at <a href="http://www.deanza.edu/dasb/budget/">http://www.deanza.edu/dasb/budget/</a>

\* Fill out only applicable object codes. \*

Object Code Name and Number	<b>Description of Expe</b> (Please itemize all your	nses expenses, BE SPECIFIC)	Amount (round up to the next whole dollar)	Approved Amount
Student Payroll – 2310				
Include hours to be worked x pay rate MUST ALSO COMPLETE BENEFITS – 320	0			
Benefits – 3200 (1.52 % for Student Employees) MUST BE COMPLETED WHEN REQUESTING PAYROLL				
Supplies – 4010 (Office supplies or as specified in request or stipulations)				
Banners – 4013 (Reusable banners that will last multiple years)				
Food/Refreshments – 4015 (Must adhere to district Administrative Procedure 6331 http://www.boarddocs.com/ca/fhda/Board.nsf/goto?ope &id=AKVUKX7C7F98)				
Printing – 4060 (flyers, posters, programs, forms, etc.)				
Technical & Professional Services – 5214 (Consultants/Guest Speakers/Entertainment) maximum \$1,200 per speaker per event maximum \$1,800 per performance				
Capital – 6420				
		Grand Total		
No deficit spending will be allowed and all a purpose stated in the original request and stay Senate approval.  A budgeter's and an administrator's	with that program and cannot	ot be used for or allocated/donat	ed to other program	
The Budgeter and Administrator ca	nnot be the same perso	n.		
Budgeter's Name (PRINT)  Budgeter's Name (PRINT)	geter's Signature	Phone Number	E-mail	
Budgeter's Name (PRINT)  Budgeter's Name (PRINT)	geter's Signature	Phone Number	E-mail	

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.

They are available at <a href="http://www.deanza.edu/dasb/budget/">http://www.deanza.edu/dasb/budget/</a>

Phone Number

E-mail

Administrator's Name (PRINT) Administrators Signature

This form must be submitted to Student Accounts NO LATER than 4:30 PM on the Tuesday (subject to change) before the meeting in which you wish the item to appear. It MUST be filled out completely (all pages), or your request may be postponed or denied. Attach additional sheets if necessary.

Clubs should fill out the "ICC/Club Budget Request" form for all requests.

NOTE: The Finance Committee does not meet during the first week of the quarter, dead and finals weeks or breaks.

Please submit the original		-		ent(s) for a total of two (2) sets.	
Name: Kulwant Singh		Signature & D	ate: Kulwant Singh (Apr. 13,	04/13/2021	
Phone: (408) 864-8745	I	E-mail:	singhku	ılwant@deanza.edu	
<b>Group or department you are rep</b> <i>You are required to attend the DASB Fi</i>	inance Committee meeting	, Monday at 3:30	OPM (subject to	change), to answer any questions for	
items 1 and 2 below and possibly item 3 Request to be on the Finance Con	3 as well if determined by t	he Chair of Fina			
1. X GENERAL ITEM (Inclu Summary of item: (REQUIRE					
De Anza Athletics will Return	To Campus for condition	oning activities	starting May 3	, 2021. De Anza coaches and staff	
have not seen most of the stude	nt-athletes in person for	r over a year. Ir	n most cases, th	ne coaches have not seen their	
freshmen class in person at all.	We would like to feed t	he teams on ca	mpus on 3-4 d	uring the Spring Quarter, after the	
conditioning activity is finished	d. DASB Budget Stip	oulation #401 a	llows Athletics	s to feed student-athletes at away	
games only. We ask that be cha	anged for Spring Quarte	r only, to allow	meals on cam	pus. We are also asking for a waiver	
of DASB Budget Stipulation #4	of DASB Budget Stipulation #41. Delivery charges might of lunch or dinner may increase the cost of the per diem				
maximum amount.	<u> </u>				
contacted).  Account Name: Athletics A	way Games				
Account Number: 41-572	01 (5510)			n ion ii j	
From Object Code: To	Object Code:	Requeste	d Amount \$	DASB Use only Approved Amount \$	
Reason for Transfer: (REQUIRE	ED, use additional sheet	s if necessary)_			
The Budgeter and Administrator cannot l	be the same person.				
Kulwant Singh	Kulwant Singh (Apr.13, 2021 15:21 PDT)	(408)	) 864-8745	singhkulwant@deanza.edu	
Budgeter's Name (PRINT)	Budgeter's Signatur		ne Number	E-mail	
Eric Mendoza	Rifuly	(	(408) 8 <u>64-840</u>	<u>)2</u> mendozaeric@deanza.edu	
Administrator's Name (PRINT	<u>~</u>	nature Phor	ne Number	E-mail	
		tion Taken fice use only)			
☐ Transfer Approved and	· ·	• /	Date	Transfer Denied	
DASB Chair of Finance	Date	DAS	B Advisor		

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.

They are available at <a href="http://www.deanza.edu/dasb/budget/">http://www.deanza.edu/dasb/budget/</a>

1.	Program (Account) Name:		
2.	Have you previously received DASB funding for this program	n?	
	No □ Yes □ DASB Account Number:		Year Funded:
	3. If yes, amount previously requested for current account	\$	
	4. If yes, total amount previously allocated current account		
5.	How long has this program existed?		
6.	Number of students directly served or involved in this program	n:	
7. Pun and disc B I Tru Fu Gr Ott Off	List ALL other accounts and/or sources of income (list ALL Account Nurposes/Restrictions) also list ALL Co-Sponsorships for the Program; include amounts will be verified. Failure to disclose ANY and ALL non-qualification of your request and/or the freezing of your DASB Account is Budget Accounts:  List All Accounts Accounts  List Accounts:  List All Accounts Accounts  List All Accounts Accounts  List All Accounts Accounts  List All Accounts Accounts  List Accounts Accounts  List All Accounts Accounts  List All Accounts Accounts  List Acc	mbers, A e anticipat DASB Fu if already	eccount Names, Account Balances and Account ed future sources and co-sponsorships. Accounts unding Sources will result in the immediate approved.
_	We will these funds benefit present and future students?  How do you use other funding to support your program?		
10	What would be the impact if DASB did not completely fund t		
bei	How have you been meeting or how do you plan to meet the nefiting from DASB funds allocated to you have paid the \$10 ASB Budget Stipulation # 1)?	DA Stu	dent Body Fee and are DASB Members
12.	Total amount being requested		\$

(You must also complete the object code information on the next page)

### Signatures that are needed for requesting funds

All financial documents, forms, requests/requisitions require the signature of the budgeter(s) and the administrator responsible for the program of the account. The budgeter and administrator responsible for the program of the account shall sign designating this is an appropriate expenditure of DASB funds and in the best interest of the student body. Administrators are responsible for any expenditures exceeding budget allocations. The Budgeter and Administrator cannot be the same person.

> The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times. They are available at <a href="http://www.deanza.edu/dasb/budget/">http://www.deanza.edu/dasb/budget/</a>

\* Fill out only applicable object codes. \*

Object Code Name and Number	Description of Expenses (Please itemize all your expenses, BE SPECIFIC)	Requested Amount (round up to the next whole dollar)	DASB Use Only Approved Amount
Student Payroll – 2310 Include hours to be worked x pay rate MUST ALSO COMPLETE BENEFITS – 3200			
Benefits – 3200 (1.52 % for Student Employees) MUST BE COMPLETED WHEN REQUESTING PAYROLL			
Supplies – 4010 (Office supplies or as specified in request or stipulations)			
Banners – 4013 (Reusable banners that will last multiple years)			
Food/Refreshments – 4015 (Must adhere to district Administrative Procedure 6331, http://www.boarddocs.com/ca/fhda/Board.nsf/goto?open &id=AKVUKX7C7F98)			
Printing – 4060 (flyers, posters, programs, forms, etc.)			
Technical & Professional Services – 5214 (Consultants/Guest Speakers/Entertainment) maximum \$1,200 per speaker per event maximum \$1,800 per performance			
Capital – 6420			
	Grand Tota	l	
purpose stated in the original request and stay w Senate approval.	ounts shall be held to line item amounts. Funds allocated that program and cannot be used for or allocated/done ignature are required before this form will be not be the same person.	ated to other program	
Budgeter's Name (PRINT) Budge	eter's Signature Phone Number	E-mail	
Budgeter's Name (PRINT) Budge	eter's Signature Phone Number	E-mail	

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.

They are available at <a href="http://www.deanza.edu/dasb/budget/">http://www.deanza.edu/dasb/budget/</a>

Phone Number

E-mail

Administrator's Name (PRINT) Administrators Signature

This form must be submitted to Student Accounts NO LATER than 4:30 PM on the Tuesday (subject to change) before the meeting in which you wish the item to appear. It MUST be filled out completely (all pages), or your request may be postponed or denied. Attach additional sheets if necessary.

Clubs should fill out the "ICC/Club Budget Request" form for all requests.

NOTE: The Finance Committee does not meet during the first week of the quarter, dead and finals weeks or breaks.

Please submit the origin	ial and one (1) copy of		•	( ) 0	_
Name: Kulwant Singh		Signature &	Date: Kulwant Singh (Apr. 13, 2	04/13	/2021
Phone: (408) 864-8745		E-mail:	singhku	lwant@deanza.edu	
Group or department you are	representing:	Athletics De	partment		
You are required to attend the DAS items 1 and 2 below and possibly ite Request to be on the Finance (	em 3 as well if determined b	by the Chair of F	3:30 PM (subject to inance.	change), to answer any quest	ions for
1. GENERAL ITEM (Inc. Summary of item: (REQU			y)		
2.  NEW OR ADDITION A Complete the next two pages as wel additional details and event/progra	ll when requesting new or a	dditional funding	g. Attach additional	l sheets if necessary. Also att	each
3. X□ OBJECT CODE/LI	NE ITEM TRANSFER	(Only Page 1 Re	quired; must attend F	inance Committee meeting only	if
contacted):					
Account Name: Athletic	s Away Games				
Account Number: 41-	57201				
From Object Code:	To Object Code:	•	sted Amount \$	DASB Use only Approved Amoun	t \$
5510	4010 (Misc Supplies)	\$5	5,000		
					<del></del>
Reason for Transfer: (REQU	•		• /-		
Athletics would like to pu		or Graduation	l		
The Budgeter and Administrator can	not be the same person.				
Kulwant Singh	Kulwant Singh (Apr. 13, 2021 15:21 PDT)		08) 864-8745	singhkulwant@deanz	a.edu_
Budgeter's Name (PRINT)		ture Pł	none Number	E-mail	
Eric Mendoza	Ti file		(408) 864-840	<u>)2</u> mendozaeric@deanza	ı.edu
Administrator's Name (PRI			none Number	E-mail	
		Action Taken (office use only)			
☐ Transfer Approved a	and Forwarded to Studen	• •	Date	Transfer Deni	ed
DASB Chair of Finance		te D.	ASB Advisor		Date

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.

They are available at <a href="http://www.deanza.edu/dasb/budget/">http://www.deanza.edu/dasb/budget/</a>

1.	Program (Account) Name:	
2.	Have you previously received DASB funding for this program?	,
	No ☐ Yes ☐ DASB Account Number:	Year Funded:
	3. If yes, amount previously requested for current account	\$
	4. If yes, total amount previously allocated current account	\$
5.	How long has this program existed?	
6.	Number of students directly served or involved in this program	<u>:</u>
7. Pu and dis B Tr Fu FI Gr Ot	List ALL other accounts and/or sources of income (list ALL Account Numproses/Restrictions) also list ALL Co-Sponsorships for the Program; include a amounts will be verified. Failure to disclose ANY and ALL non-Dqualification of your request and/or the freezing of your DASB Account if Budget Accounts:  ust Accounts: und 15 Accounts: UDA Foundation Accounts: ant Funded Accounts: ber District Accounts: ant Funded Accounts:	anticipated future sources and co-sponsorships. Account SASB Funding Sources will result in the immediate already approved.
Of	f-Campus Co-Sponsorships:	
	Give a brief description of the program/services to be provided ow will these funds benefit present and future students?	
9.	How do you use other funding to support your program?	
10	. What would be the impact if DASB did not completely fund th	is request?
be	. How have you been meeting or how do you plan to meet the nefiting from DASB funds allocated to you have paid the \$10 I ASB Budget Stipulation # 1)?	OA Student Body Fee and are DASB Members
12	. Total amount being requested	<u> </u>

(You must also complete the object code information on the next page)

#### Signatures that are needed for requesting funds

All financial documents, forms, requests/requisitions require the signature of the budgeter(s) and the administrator responsible for the program of the account. The budgeter and administrator responsible for the program of the account shall sign designating this is an appropriate expenditure of DASB funds and in the best interest of the student body. Administrators are responsible for any expenditures exceeding budget allocations. The Budgeter and Administrator cannot be the same person.

> The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times. They are available at <a href="http://www.deanza.edu/dasb/budget/">http://www.deanza.edu/dasb/budget/</a>

\* Fill out only applicable object codes. \*

Object Code Name and Number	<b>Description of Exper</b> (Please itemize all your	nses expenses, BE SPECIFIC)	Amount (round up to the next whole dollar)	Approved Amount
Student Payroll – 2310				
Include hours to be worked x pay rate MUST ALSO COMPLETE BENEFITS – 3200				
Benefits – 3200 (1.52 % for Student Employees) MUST BE COMPLETED WHEN REQUESTING PAYROLL				
Supplies – 4010 (Office supplies or as specified in request or stipulations)				
Banners – 4013 (Reusable banners that will last multiple years)				
Food/Refreshments – 4015 (Must adhere to district Administrative Procedure 6331, http://www.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=AKVUKX7C7F98)				
Printing – 4060 (flyers, posters, programs, forms, etc.)				
Technical & Professional Services – 5214 (Consultants/Guest Speakers/Entertainment) maximum \$1,200 per speaker per event maximum \$1,800 per performance				
Capital – 6420				
		Grand Total		
No deficit spending will be allowed and all according purpose stated in the original request and stay wing Senate approval.  A budgeter's and an administrator's statement of the Budgeter and Administrator cannot be a subject to the budgeter and Administrator cannot be allowed and all according to the budgeter and Administrator cannot be allowed and all according to the budgeter and Administrator cannot be allowed and all according to the budgeter and Administrator cannot be allowed and all according to the budgeter and allowed and allowed and all according to the budgeter and allowed and allowed and all according to the budgeter and allowed and all according to the budgeter and allowed and all according to the budgeter and all according to the budgeter and allowed and all according to the budgeter and allowed and all according to the budgeter and allowed and all according to the budgeter a	th that program and cannot	ot be used for or allocated/donated	ed to other program	
Budgeter's Name (PRINT) Budge	ter's Signature	Phone Number	E-mail	
Budgeter's Name (PRINT) Budge	ter's Signature	Phone Number	E-mail	

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.

They are available at <a href="http://www.deanza.edu/dasb/budget/">http://www.deanza.edu/dasb/budget/</a>

Phone Number

E-mail

Administrator's Name (PRINT) Administrators Signature

This form must be submitted to Student Accounts **NO LATER** than 4:30 PM on the Tuesday (subject to change) before the meeting in which you wish the item to appear. It **MUST** be filled out completely (all pages), or your request may be postponed or denied. Attach additional sheets if necessary.

Clubs should fill out the "ICC/Club Budget Request" form for all requests.

NOTE: The Finance Committee does not meet during the first week of the quarter, dead and finals weeks or breaks.

Please submit the original and o						
Name: Kulwant Singh	Sign	ature & Date: Kulwant Sing	h (Apr-13, 2021 15:21 PDT) 04/13/2021			
<b>Phone:</b> (408) 864-8745	E-m	ail: singhl	kulwant@deanza.edu			
Group or department you are represen	ting: Athle	etics Department				
You are required to attend the DASB Finance items 1 and 2 below and possibly item 3 as we Request to be on the Finance Committee	Committee meeting, Mo Il if determined by the C	nday at 3:30 PM (subject hair of Finance.	to change), to answer any questions for			
1. GENERAL ITEM (Includes Budget Transfers): Summary of item: (REQUIRED, use additional sheets if necessary)						
2.    NEW OR ADDITIONAL FUNI Complete the next two pages as well when req additional details and event/program descript	uesting new or addition	al funding. Attach additio				
3. X□ OBJECT CODE/LINE ITEM	TRANSFER (Only Pa	ge 1 Required; must attend	Finance Committee meeting only if contacted):			
Account Name: Athletics Away Ga	mes					
Account Number: 41-57201						
From Object Code: To Object	ct Code:	Requested Amount \$	DASB Use only Approved Amount \$			
55104013		\$5,000				
Reason for Transfer: (REQUIRED, use	additional sheets if no	ecessary)	De			
Anza Athletics would like to promote sch	ool spirit. We would	like to purchase Banner	s, mats, runners, decals, backdrops, etc			
with the new mascot and logo. School sp	irit items would be pla	aced around the Athletic	es facilities.			
The Budgeter and Administrator cannot be the same	•					
Kulwant Singh  Kulwant Singh	(Apr 13, 2021 15:21 PDT)	(408) 864-8745	singhkulwant@deanza.edu			
	geter's Signature	Phone Number	E-mail			
Eric Mendoza	94	(408) 864-840	02 mendozaeric@deanza.edu			
Administrator's Name (PRINT) Adm	inistrators Signature		E-mail			
	Action (office u					
☐ Transfer Approved and Forwa	· ·	•	☐ Transfer Denied			
Transfer Approved and Forward	nucu to student Acco	Date				
DASB Chair of Finance		DASB Advisor	Date			

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.

They are available at <a href="http://www.deanza.edu/dasb/budget/">http://www.deanza.edu/dasb/budget/</a>

1.	Program (Account) Name:	
2.	Have you previously received DASB funding for this program	?
	No □ Yes □ DASB Account Number:	Year Funded:
	3. If yes, amount previously requested for current account	\$
	4. If yes, total amount previously allocated current account	\$
5.	How long has this program existed?	·
6.		n·
	lease ACCURATELY and THOROUGHLY complete numbers	
7. Putance dis B	List ALL other accounts and/or sources of income (list ALL Account Nurposes/Restrictions) also list ALL Co-Sponsorships for the Program; included amounts will be verified. Failure to disclose ANY and ALL non-lequalification of your request and/or the freezing of your DASB Account is Budget Accounts:	mbers, Account Names, Account Balances and Account anticipated future sources and co-sponsorships. Accounts DASB Funding Sources will result in the immediate f already approved.
Tr	ust Accounts:	
Fu	nd 15 Accounts:	
FE. Gr	IDA Foundation Accounts:	
Of	ant Funded Accounts:	
Of	f-Campus/Off-District Accounts:	
Or	n-Campus Co-Sponsorships:	
Of	f-Campus Co-Sponsorships:	
	Give a brief description of the program/services to be provided by will these funds benefit present and future students?	
9.	How do you use other funding to support your program?	
10	. What would be the impact if DASB did not completely fund the	his request?
be	. How have you been meeting or how do you plan to meet the nefiting from DASB funds allocated to you have paid the \$10 ASB Budget Stipulation # 1)?	DA Student Body Fee and are DASB Members
12	. Total amount being requested	\$
	(You must also complete the object code information on the next page)	

#### Signatures that are needed for requesting funds

All financial documents, forms, requests/requisitions require the signature of the budgeter(s) and the administrator responsible for the program of the account. The budgeter and administrator responsible for the program of the account shall sign designating this is an appropriate expenditure of DASB funds and in the best interest of the student body. Administrators are responsible for any expenditures exceeding budget allocations. **The Budgeter and Administrator cannot be the same person.** 

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.

They are available at <a href="http://www.deanza.edu/dasb/budget/">http://www.deanza.edu/dasb/budget/</a>

\* Fill out only applicable object codes. \*

Object Code Name and Number	Description of Expenses (Please itemize all your expen	ses, BE SPECIFIC)	Amount (round up to the next whole dollar)	Approved Amount
Student Payroll – 2310				
Include hours to be worked x pay rate				
MUST ALSO COMPLETE BENEFITS – 3200 Benefits – 3200				
(1.52 % for Student Employees) MUST BE COMPLETED WHEN REQUESTING PAYROLL				
Supplies – 4010 (Office supplies or as specified in request or stipulations)				
Banners – 4013 (Reusable banners that will last multiple years)				
Food/Refreshments – 4015 (Must adhere to district Administrative Procedure 6331, http://www.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=AKVUKX7C7F98)				
Printing – 4060 (flyers, posters, programs, forms, etc.)				
Technical & Professional Services – 5214 (Consultants/Guest Speakers/Entertainment) maximum \$1,200 per speaker per event maximum \$1,800 per performance				
Capital – 6420				
		Grand Total		
No deficit spending will be allowed and all ac purpose stated in the original request and sta DASB Senate approval.		amounts. Funds allocate		
A budgeter's and an administrator's	signature are required be	fore this form will b	e considered.	
The Budgeter and Administrator can	not be the same person.			
Budgeter's Name (PRINT)  Budgeter's Name (PRINT)	geter's Signature	Phone Number	E-mail	
Budgeter's Name (PRINT)  Budgeter's Name (PRINT)	geter's Signature	Phone Number	E-mail	
Administrator's Name (PRINT) Adm	inistrators Signature	Phone Number	E-mail	

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.

They are available at <a href="http://www.deanza.edu/dasb/budget/">http://www.deanza.edu/dasb/budget/</a>

# Finance-Comm-Agenda-Fund-41 Athletics

Final Audit Report 2021-04-13

Created: 2021-04-08

By: hosusan@fhda.edu

Status: Signed

Transaction ID: CBJCHBCAABAA42jQnCTGtn4WwwD0forfHBc5LWJxiE4t

## "Finance-Comm-Agenda-Fund-41 Athletics" History

- Document created by hosusan@fhda.edu 2021-04-08 11:41:25 PM GMT- IP address: 73.15.64.83
- Document emailed to Kulwant Singh (singhkulwant@fhda.edu) for signature 2021-04-08 11:53:15 PM GMT
- Email viewed by Kulwant Singh (singhkulwant@fhda.edu)
- Agreement modified by hosusan@fhda.edu 2021-04-13 9:48:09 PM GMT
- Email viewed by Kulwant Singh (singhkulwant@fhda.edu) 2021-04-13 9:58:25 PM GMT- IP address: 73.70.252.32
- Agreement modified acknowledged by Kulwant Singh (singhkulwant@fhda.edu) 2021-04-13 10:20:25 PM GMT
- Document e-signed by Kulwant Singh (singhkulwant@fhda.edu)
  Signature Date: 2021-04-13 10:21:41 PM GMT Time Source: server- IP address: 73.70.252.32
- Document emailed to ERIC MENDOZA (mendozaeric@fhda.edu) for signature 2021-04-13 10:21:43 PM GMT
- Email viewed by ERIC MENDOZA (mendozaeric@fhda.edu) 2021-04-13 10:22:07 PM GMT- IP address: 73.116.242.69
- Document e-signed by ERIC MENDOZA (mendozaeric@fhda.edu)

  Signature Date: 2021-04-13 10:23:25 PM GMT Time Source: server- IP address: 73.116.242.69
- Agreement completed.
   2021-04-13 10:23:25 PM GMT

