Respondent

21   Maritza Arreola

16:39
Time to complete

Program Information

1. Program or DASG Account Name: *

DASG Scholarships

2. Is this a new DASG account? *

○ Yes

◉ No

3. Please enter your DASG Account Number: *

41-55118

Line Items (Object Codes)

DASG Accounts and Funding are divided into Line Items representing specific categories of usage (salary, supplies, food, services, etc.). Line Items are identified with Object Codes in the DASG Accounting System, which are the equivalent of Account Codes in Banner. The available Line Items and their Object Codes for this request are as follows:

- 2170 - Classified Salary
- 2310 - Student Salary
- 2350 - Casual Salary
- 2360 - Overtime Salary
- 3100 - Contract Benefits (Required for Classified Salary)
- 3200 - Hourly Benefits (Required for Student, Casual, and Overtime Salary)
- 4010 - Supplies
- 4013 - Promotional Items
- 4015 - Food
- 4060 - Printing
- 5214 - Professional Services
- 5260 - Scholarships
- 5310 - Equip.Rental/Lease
- 5315 - Software Maintenance
- 5510 - Conference & Travel
- 5520 - Field Trips
- 5745 - Advertising
- 5906 - Credit Card Fees
- 5914 - Bad Debts
- 5922 - Misc Operating Exp
- 6412 - Software Agreements - Multiyear
- 6420 - Capital Equipment
- 7320 - Intrafund Transfers

4. What is the first Line Item you need to request funding for? *

○ 2170 Classified Salary

○ 2310 Student Salary

○ 2350 Casual Salary

○ 2360 Overtime Salary

○ 4010 Supplies

○ 4013 Promotional Items

○ 4015 Food

○ 4060 Printing

○ 5214 Professional Services

◉ 5260 Scholarships

○ 5310 Equip.Rental/Lease

○ 5315 Software Maintenance

○ 5510 Conference and Travel

○ 5520 Field Trips

○ 5745 Advertising

○ 5906 Credit Card Fees

○ 5914 Bad Debts

○ 5922 Misc Operating Exp

○ 6412 Software Agreements - Multiyear

○ 6420 Capital Equipment

○ 7320 Intrafund Transfers

5260 Scholarships

5. 5260 Scholarships Amount *

Please round up to the nearest whole number.

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20000
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Please enter a whole number

6. 5260 Scholarships Description *

> $1000 x 10 Need-based scholarships
> $1000 x 5 Merit-based scholarships
> $2000 x 1 Silvia Chalista Memorial scholarship
> $1000 x 3 Helya Bahari Kashani Memorial scholarship (new addition planned, connected with VIDA Student Leadership Award - details TBD)

7. What is the next Line Item you need to request funding for? *

- ( ) 5310 Equip.Rental/Lease
- ( ) 5315 Software Maintenance
- ( ) 5510 Conference and Travel
- ( ) 5520 Field Trips
- ( ) 5745 Advertising
- ( ) 5906 Credit Card Fees
- ( ) 5914 Bad Debts
- ( ) 5922 Misc Operating Exp
- ( ) 6412 Software Agreements - Multiyear
- ( ) 6420 Capital Equipment
- ( ) 7320 Intrafund Transfers
- (●) None

Request For Information (RFI)

Description:
Please provide comprehensive details about your program.
Public Disclosure:
Be advised that all documents and information submitted will be accessible publicly online.
Please redact any Personally Identifiable Information (PII).

8. Please provide a thorough description of your program. *

> These DASG scholarships are powerful opportunities to make a direct financial impact for our students, both need-based and merit-based.

9. Number of students or which group(s) of students served by this program: *

> These scholarships are open to all De Anza students. Specific criteria varies, but minimum requirements have included being a DASG cardholder, having completed at least 12 quarter units at De Anza, be enrolled in at least 8 quarter units, have a 2.5 minimum GPA, and not being a DASG senator.
>
> We are proposing the Helya Bahari Kashani Memorial Scholarship be open to all students eligible for VIDA Student Leader Awards, which could include senators and would determined by VIDA. The most standout, exemplary VIDA Student Leader Award applicants/nominees would be selected for the Scholarship.

10. Non-DASG Accounts and/or Sources of Funding *

- What are the current funding sources for your program (e.g., college funds, external income, grants)?
- Provide details for each source, including account numbers, account names, balances, and any specific purposes or restrictions tied to the funds.

> None

11. What would be the impact if DASG did not completely fund this request? *

> We would not be able to award these scholarships, which have made a great impact on individual students for many years. Additionally, we would not be able to develop the new Memorial Scholarship to honor a recent standout DASG Senator who sadly passed away this year.

12. Attach any relevant documents

Attachment Guidelines:
For accessibility, please ensure all attachments are submitted in their original filetype (Word, Excel, PowerPoint, etc.) or as PDFs with searchable text. Avoid submitting scanned documents, as signatures are not required for this digital submission.
Public Disclosure:
Be advised that all documents and information submitted will be accessible publicly online.
Please redact any Personally Identifiable Information (PII).

No answer provided.

Requester, Budgeter and Administrator Information

The Requester is the person completing this request form. The Requester and Budgeter are usually the same person but may be different.

For DASG Accounts, the Budgeter is the person directly responsible for managing the account for the program and their Administrator is the person overseeing them in relation to the DASG Account.
The Budgeter and Administrator cannot be the same person.

Signatures that are Required for Utilizing Funds
All future financial documents, forms, requests, requisitions require the signature of the Budgeter(s) responsible for managing the account for the program and their Administrator in relation to the DASG Account. The Budgeter(s) responsible for managing the account for the program and their Administrator in relation to the DASG Account shall sign designating it as an appropriate expenditure of DASG 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.

13. Are the Requester and Budgeter the same person? *

- ◉ Yes
- ○ No

14. **Budgeter's Name** *

> Maritza Arreola

15. Budgeter's Email Address *

> arreolamaritza@fhda.edu

16. Budgeter's Phone Number *

> 408-313-2939

17. Budgeter's Relationship to Project *

Advisor

18. Budgeter's Position on Campus *

Interim Faculty Director of College Life

19. **Administrator's Name** *

Hyon Chu Yi-Baker

20. Administrator's Email Address *

yibakerhyonchu@fhda.edu

21. Administrator's Phone Number *

408-864-8239

22. Administrator's Relationship to Project *

Dean for involved programs

23. Administrator's Position on Campus *

Associate Dean of Student Affairs