

View results

Respondent

11 Farideh Dada

158:23

Time to complete

Program Information

1. Program or DASG Account Name: *

2. Is this a new DASG account? *

Yes

No

3. Please enter your DASG Account Number: *

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:

- 2310 - Student Salary
- 3200 - Hourly Benefits (Required for Student Salary)
- 4010 - Supplies
- 4013 - Promotional Items
- 4015 - Food
- 4060 - Printing
- 5214 - Professional Services
- 5510 - Conference & Travel
- 5520 - Field Trips

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

- 2310 Student Salary
- 4010 Supplies
- 4013 Promotional Items
- 4015 Food
- 4060 Printing
- 5214 Professional Services
- 5510 Conference and Travel
- 5520 Field Trips

2310 Student Salary

Must also request 3200 Hourly Benefits if requesting Student Salary. Ensure that the requested amount and description align with FHDA's Student Pay Levels and other applicable guidelines. Must adhere to FHDA Student Pay Levels as stated at <https://www.deanza.edu/financialaid/types/studentjobs.html>

5. 2310 Student Salary Amount *

Please round up to the nearest whole number.

Please enter a whole number

6. 2310 Student Salary Description *

For our news organization to function effectively, it must remain open and accessible to student journalists every day. Investing in a business manager to manage advertising and keep the newsroom open will ensure students have the support and resources they need to do their work.

Our student editors consistently go above and beyond their course requirements. They mentor new staff, provide editorial guidance, edit stories and oversee daily publication beyond the course schedule. At the same time, they face real financial challenges, paying rent, covering expenses, and working toward financial independence. Producing a publication of this caliber requires commitment, professionalism, and countless hours of work.

I hope we can, at the very least, provide financial support that acknowledges their contributions and sustains the newsroom's operation.

3200 Hourly Benefits

Required if Student Salary has been requested. Ensure that the requested amount and description align with FHDA's Student Pay Levels and other applicable guidelines.

Use a rate of 1.52% of Student Salary for Student Employee Benefits.

7. 3200 Hourly Benefits Amount *

Please round up to the nearest whole number.

Please enter a whole number

8. 3200 Hourly Benefits Description *

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

- 4010 Supplies
- 4013 Promotional Items
- 4015 Food
- 4060 Printing
- 5214 Professional Services
- 5510 Conference and Travel
- 5520 Field Trips
- None

4013 Promotional Items

(Reusable Banners)

10. 4013 Promotional Items Amount *

Please round up to the nearest whole number.

Please enter a whole number

11. 4013 Promotional Items Description *

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

- 4015 Food
- 4060 Printing
- 5214 Professional Services
- 5510 Conference and Travel
- 5520 Field Trips
- None

4015 Food

Not for Conference and Travel; for all Conference and Travel expenses, including meals, use Object Code 5510.
(Must adhere to district Administrative Procedure 6331, <http://www.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=AKVUKX7C7F98>)

13. 4015 Food Amount *

Please round up to the nearest whole number.

900

Please enter a whole number

14. 4015 Food Description *

Pizza and refreshments for students who stay late in the newsroom on production nights. These nights are long and demanding, as the staff works under tight deadlines to complete newspaper pages and send them to Folger Graphics for printing. On some occasions, production has continued as late as 10 p.m., 1 a.m., and even 4 a.m. Providing food ensures that students remain energized, focused, and able to perform at their best during these intensive hours. Supplying meals not only supports their wellbeing but also fosters teamwork and morale as they collaborate to meet publication deadlines. For the record, we adhere to all campus food guidelines and purchase from approved vendors.

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

- 4060 Printing
- 5214 Professional Services
- 5510 Conference and Travel
- 5520 Field Trips
- None

4060 Printing

(Flyers, posters, programs, etc.)

16. 4060 Printing Amount *

Please round up to the nearest whole number.

8900

Please enter a whole number

17. 4060 Printing Description *

Printing costs are substantial — for example, 2,000 copies of a 12-page color issue cost approximately \$1,600. The more funds available, the more color pages we can include and the more copies we can distribute to reach a wider audience. Currently, we are unable to print as many copies or as frequently as needed due to budget constraints.

Promotional Printing – \$900
Additional funds will be used to print banners, posters, flyers, and bookmarks to promote the journalism program and La Voz News both on and off campus, increasing visibility and student engagement.

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

- 5214 Professional Services
- 5510 Conference and Travel
- 5520 Field Trips
- None

5214 Professional Services

(Limited Engagement Agreements, Consultants/Guest Speakers/Entertainment (list programs). For contracted speakers or performers DASG Funding shall not exceed \$20,000 per speaker or performer/performing group per event or performance.)

19. 5214 Professional Services Amount *

Please round up to the nearest whole number.

10900

Please enter a whole number

20. 5214 Professional Services Description *

Web hosting and maintenance for LaVozDeAnza.com – \$3,000
Supports the website platform and mobile app used to publish La Voz News online, which includes over 20 years of archives.

Issuu digital publication platform for storing print publication PDFs – \$2,000
Hosts the interactive digital edition of La Voz, allowing readers to view the print layout online.

Transcription services (Otter.ai licenses for 10 students) – \$2,500
Enables accurate and efficient transcription of interviews for news stories and multimedia projects.

Transcription services (Stylebot licenses for 20 students) – \$1,100
Provides editing tools to assist reporters in refining written content.

Memberships and contest entries (CCMA, CNPA, JACC, ACP, Associated Press) – Total: \$2,300
These memberships give La Voz students access to professional training, statewide and national competitions, and networking opportunities that strengthen student journalism and elevate De Anza’s reputation.

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

- 5510 Conference and Travel
- 5520 Field Trips
- None

5510 Conference and Travel

Must adhere to District Travel Guidelines, <https://business.fhda.edu/policies-and-procedures/hh-travel-guidelines.html>, and DASG Limitation and Requirements from the DASG Finance Code and DASG Budget Stipulations.

Stipulations:

<https://deanza.edu/dasg/budget/documents/2025-2026/Bud-25-26-Stipulations.pdf>

21. DASG Conference and Travel funding shall be used for students and their advisors and shall be for students' academic, professional, and personal development only, and not for entertainment/recreational purposes.

Also see Stipulations 22 and 23.

22. 5510 Conference and Travel Amount *

Please round up to the nearest whole number.

11800

Please enter a whole number

23. 5510 Conference and Travel Description *

1. ACP/JACC/CCMA State Conference (March 2026 – Southern California)
 Estimated Cost: \$10,600
 This major state journalism conference includes competitions, workshops, and networking events with professionals and peers from across California. Because it is held in Southern California, travel expenses such as flights, hotel accommodations, and transportation for the three-day event increase overall costs.

2. JACC NorCal Conference (Fall 2026)
 Estimated Cost: \$1,200
 This one-day regional conference includes workshops, on-the-spot contests, and networking opportunities for students in Northern California. If it's not at SJSU or SFSU, we have to travel and stay a night at a NorCal city, in that case, the cost will be even more than \$1,200.

Rationale:
 This is an essential area of investment. Without funding for travel and registration, our student journalists would lose access to valuable professional development opportunities and the chance to represent De Anza College at the state and regional levels.

La Voz News students have consistently brought recognition and honor to De Anza by earning top awards and competing at a high level among California's best student publications. These conferences are more than competitions, they are transformative learning experiences where students gain hands-on training, mentorship from industry professionals, and career-building connections. In Fall 2025, 15 students attended the conference and brought home 31 awards including 7 first-place awards.

Students return from these events with stronger journalistic skills, renewed motivation, and a deeper sense of professionalism. Supporting their participation directly enhances their education and strengthens De Anza's visibility and reputation in journalism statewide.

With increased funding, we can make participation more equitable by covering travel and lodging costs for students who otherwise could not afford to attend. This ensures that all qualified and motivated students, regardless of their financial background, have access to these transformative professional opportunities.

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

- 5520 Field Trips
- None

5520 Field Trips

25. 5520 Field Trips Amount *

Please round up to the nearest whole number.

Please enter a whole number

26. 5520 Field Trips Description *

Field trips are an essential part of experiential learning for journalism students. Visiting professional newsrooms, broadcasting stations, and government offices gives students a firsthand understanding of how journalism operates in real-world settings.

In the past we have taken students to broadcasting stations, city halls (including San José and Cupertino), and NorCal Media Day in San Francisco and Palo Alto. Additional field trips may include visits to local news organizations, community events, and press conferences. But many students skipped the previous field trips because of lack of transportation means.

These experiences help students connect classroom learning to professional practice, engage with working journalists, and better understand the role of media in civic life.

With adequate funding, we can cover transportation, meals, and event fees, making these opportunities accessible to all students. Increased funding also promotes equity, ensuring that financial barriers do not prevent anyone from participating in these valuable hands-on experiences.

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).

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

La Voz News is De Anza College's First Amendment student-run publication, written, edited, and published entirely by De Anza students since its founding in 1967, the same year the college opened. Created as part of journalism coursework, La Voz serves as an essential source of information for the campus community and provides a platform for students, faculty, staff, and the broader community to stay informed and engaged.

La Voz's mission is to cover stories that capture interest, provoke discussion, and broaden understanding of issues relevant to De Anza's diverse community. Staff members strive to respond swiftly to campus events, reflect the range of backgrounds and perspectives within the community, and report with integrity and sensitivity.

While La Voz is a student-led project that welcomes the process of learning, it upholds strict ethical guidelines set by both the publication and the Society of Professional Journalists, promoting high standards of professionalism and accountability.

As a public-facing class project, La Voz News provides students with a hands-on, immersive newsroom experience. Students learn reporting, copyediting, fact-checking, interviewing, multimedia storytelling, social media management, and ethical decision-making. The program emphasizes critical thinking, intellectual curiosity, and editorial judgment, preparing students for professional careers in journalism and related fields.

Students contribute to daily online content, weekly broadcast shows, podcasts, and print editions.

La Voz staff members have consistently earned recognition in state and regional journalism competitions, including JACC, ACP, CCMA, and CNPA awards.

Field trips to broadcasting stations, city halls (San José and Cupertino), and NorCal Media Day in San Francisco provide exposure to professional practices and networking opportunities.

Participation in conferences and contests allows students to sharpen their skills, compete with peers, and gain mentorship from industry professionals.

The program prioritizes equitable access. Funding for travel, conferences, and newsroom resources ensures that students from all financial backgrounds can participate fully in hands-on learning opportunities. This inclusive approach strengthens the student experience and enhances De Anza College's reputation for excellence in journalism education.

28. What new services or features have been added since your last DASG RFI submission? *

Enter N/A if you have not submitted a DASG RFI before.

Weekly Broadcast News Show "Fact Friday": A student-produced weekly webcast providing timely campus news and feature stories.

Podcasts Hosted by Students: Podcast episodes covering campus events, interviews, and topical issues, allowing students to experiment with new formats.

We are in the process of redesigning our website and have increased activity on social media, delivering engaging stories that include interactive graphics and videos.

Student-Run Investigative Projects: Students conducted multi-week investigative reporting projects, enhancing in-depth reporting skills and critical thinking.

Field Trip Expansions: Visits to broadcasting stations, city halls (San José and Cupertino), and professional media outlets gave students real-world newsroom exposure.

Equity-Focused Opportunities: Additional funding and support allowed more students to participate in conferences and competitions.

Enhanced Mentorship Programs: Senior editors now mentor junior reporters in reporting, copyediting, and leadership, strengthening the pipeline of student journalists.

Boot Camp Opportunity: We hosted an industry-focused boot camp in the fall quarter, featuring reporters from The Mercury News and a strong turnout of La Voz students.

In fall 2025, four guest speakers from leading media organizations, including San Jose Spotlight, ProPublica, ABC Bay Area multimedia, and CalMatters, were scheduled to speak to the class.

29. Enrollment Overview *

- Provide the total number of active students and newly enrolled students for each of the past three years.
- Indicate how many of these students were retained for more than a quarter.
- Clarify whether your program is designed for a specific demographic or serves the entire De Anza population.
- If available, include a breakdown of racial demographics.

Enrollment in the past three academic years in the entire journalism program:
 463 491 479

Enrollment in JOUR 61 and JOUR 62 classes that produce La Voz News has been at about 30-50 per quarter over the past three years. Each quarter, about 10-15 students continue to a new level in JOUR 61 and 62 classes, and about 25-30 students are new.

The recent academic year's success rate has been 86%, 6% more than last academic year.

La Voz News serve all demographics and all De Anza population. Lo Voz has something for everyone.

Student Headcounts by Race/Ethnicity
 Academic Year 2024-25
 Enrollment Count
 Asian 134
 Black 8
 Filipinx 33
 Latinx 137 29%
 Native American 2
 Pacific Islander 2
 Unknown ethnicity 59
 White 104
 Total: 479

30. Attach any relevant enrolment 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.

31. Program Marketing and Promotion *

- How does your program currently promote itself to the entire student body? What strategies and channels are used for outreach and advertising?
- Have you implemented specific efforts to engage and reach underserved student populations? If so, describe the methods and strategies used.
- If outreach to underserved students has been challenging, what obstacles does your program face in addressing this issue?
- Provide a detailed marketing plan for the current academic year, including any promotional materials you have used or plan to use.

La Voz News continues to promote itself to the student body through a mix of digital, in-person, and printed strategies:

Digital Promotion – We maintain an active online presence through our redesigned website and social media channels (@LaVozDeAnza), regularly posting articles, multimedia content, event announcements, and interactive features such as podcasts and video stories. Social media continues to be a vital tool for reaching students quickly, visually, and in real time.

In-Person Outreach – La Voz students actively engage with the campus community during events such as Welcome Day, the CTE fair, Resource fair, High Schoolers visit, and other events. Students also visit classes during enrollment seasons to recruit new staff and provide information about journalism and media opportunities.

Community Engagement – We continue outreach to younger students by visiting local high schools and participating in events like NorCal Media Day, inspiring prospective journalism students and future De Anza enrollees.

Workshops and Boot Camps – Our fall journalism boot camps offered hands-on training in reporting, newswriting, and leadership. These events were promoted across campus and online, helping to introduce new students to the program and encourage participation.

Printed Promotional Materials – Bookmarks, flyers, posters, and banners are distributed across campus and in nearby community spaces, including libraries, high schools, and partner organizations, to raise awareness of La Voz News and encourage student involvement. We used to post a lot of flyers, but the student life has stopped us from posting flyers throughout the campus.

Targeted Outreach to Underserved Populations – We actively recruit students from diverse backgrounds, ensuring their perspectives are represented in coverage and offering mentorship and leadership opportunities. Funds allocated for equity initiatives have allowed us to sponsor students to attend conferences, participate in field trips, and access professional development opportunities that might otherwise be unavailable.

Challenges and Opportunities – Marketing and outreach continue to face challenges due to limited funding and personnel. Expanding resources for targeted outreach, promotional materials, and digital engagement will allow us to reach more students, particularly those from underserved populations, and strengthen participation in student journalism.

There is strong potential to expand marketing and advertising efforts, but to fully reach both on- and off-campus audiences, including local businesses, we need dedicated personnel, such as a marketing manager, to lead these outreach initiatives.

32. Reflection and Feedback *

- How does your program collect and utilize student feedback for improvement (e.g., pre-/post-surveys, focus groups)?
- Can you provide examples of feedback received?
- What actions have you taken to address these areas?

La Voz News remains entirely student-run, with students making all editorial decisions, from story selection and assignments to final publication. Faculty serve in advisory and instructional roles only. The program collects and utilizes student feedback in several ways to continuously improve:

Student-Led Editorial Decisions: Students maintain full control over content direction, story assignments, editing, and publishing. This ensures that feedback is considered and applied directly by those creating the work.

Engagement and Surveys: Students actively solicit feedback from both peers and the broader campus community through emails, social media, in-person conversations, and end-of-quarter surveys. This feedback helps shape story ideas, coverage priorities, and newsroom processes.

Community Contributions: Guest columns, letters to the editor, and story tips from the community are reviewed and published by students. This process allows students to assess community interest and respond to requests while learning to balance editorial judgment with audience needs.

Corrections and Responsiveness: Students take responsibility for addressing mistakes through corrections and editor's notes, ensuring transparency and accountability. For example, last year a student-submitted article highlighted safety concerns on Stevens Creek Boulevard; the article was published online and in print, raising awareness and demonstrating the newsroom's responsiveness to community feedback.

Peer and Staff Feedback: Students also provide feedback to one another in editorial meetings and during story critiques, fostering a culture of collaboration and continuous improvement.

Adaptation and Improvement: Feedback has led to new initiatives such as expanded multimedia content, weekly news broadcasts, and interactive features on the website. These changes reflect both student suggestions and community interests, strengthening the overall impact and reach of La Voz News.

33. Attach any relevant student feedback forms, surveys, etc.

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.

34. Does your program offer any online services? *

Yes

No

35. Online Services *

- How has your program adjusted to offering services online?
- What strategies or tools have you implemented to ensure the quality of services remains high in a virtual environment?
- If your program hasn't yet transitioned online, what specific plans or steps are in place to provide online services in the future if necessary?

La Voz News continues to maintain a "digital-first" approach while balancing print publication. Online publishing remains the primary platform, ensuring that news reaches students, faculty, staff, and the community quickly and effectively.

To ensure high-quality services in the digital environment, the program has implemented several strategies:

Enhanced Website and Multimedia Content: The website is being redesigned to improve user experience, with interactive graphics, videos, and audio features for select stories. Students are trained to produce engaging multimedia content, maintaining professional standards online.

Social Media Expansion: La Voz has increased activity across multiple social media platforms, using engaging posts, stories, and live updates to reach a wider audience. Students monitor interactions, respond to feedback, and encourage dialogue within the campus community.

Remote Collaboration Tools: The newsroom continues to leverage Zoom, Owl technology, and collaborative tools like FLOW, Slack, Google Workspace and Canvas to facilitate virtual meetings, reporting, and editorial discussions. These tools help maintain workflow efficiency, even when some students work remotely.

Digital Accessibility: Audio versions of written stories and mobile-optimized content improve accessibility for all students, including those with disabilities or who prefer consuming news on the go.

Continuous Online Training: Workshops and boot camps include virtual components, preparing student journalists to produce high-quality digital content and manage online publication standards.

36. 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.

- FOP: 114000 238010 060100 – account balance: \$2,500
- FOP: 114000 238012 060100 – account balance: \$600
- FOP: 114000 238013 060100 – account balance: (-\$249)
- FOP: 115200 238010 060100 – CFBR \$18,563.58, FSR minus -\$4,112.93

Please note:

- The budget figures listed reflect the amounts provided as of September and do not include current quarter expenses or any invoices that are still in the process of being paid.
- These budgets represent the total amount allocated to the entire Journalism Department, not just La Voz News.
- The B budget can only be spent on office supplies. It cannot be used for printing La Voz, technical services, the online lavozdeanza.com platform, or conferences.
- The Journalism Department (not just La Voz News) is a CTE program and receives Perkins funding, which is designated for equipment, student employee and faculty conferences, but it cannot be used for organization memberships, student activities, the student newspaper, or other expenses.

Description:

This section ensures adherence to the DASG Budget Guiding Principles, which can be found at www.deanza.edu/dasg/budget

Public Disclosure:

Be advised that all documents and information submitted will be accessible publicly online.

Please redact any Personally Identifiable Information (PII).

37. How does your program provide resources or support to help students achieve their academic and personal goals? (IMPACT) *

La Voz News helps students achieve academic, professional, and personal goals by providing hands-on experience in reporting, editing, and multimedia production. Faculty and student editors offer mentorship and guidance, helping students refine skills, take leadership roles, and build confidence.

Students gain professional exposure through guest speakers, industry-led workshops, boot camps, field trips, and conferences like JACC and ACP, enhancing resumes, teamwork, and real-world skills. La Voz encourages participation from students of diverse backgrounds and provides flexible opportunities to accommodate varying schedules.

By leading projects, mentoring peers, and managing production, students develop problem-solving, collaboration, and communication skills. La Voz empowers students to succeed academically, grow personally, and become engaged, thoughtful citizens.

38. What opportunities does your program offer for students to develop leadership skills and engage in civic activities or advocacy? (IMPACT) *

La Voz News provides leadership opportunities through roles such as editors, section leaders, and project managers, where students oversee content, guide teams, and make editorial decisions. These positions build responsibility, collaboration, and problem-solving skills.

Students engage civically by reporting on campus and community issues, advocating for underrepresented voices, and collaborating with local organizations, fostering informed, active, and empowered citizenship.

39. How does your program support and promote student participation in co-curricular or extracurricular activities to enhance their overall college experience? (IMPACT) *

La Voz News engages students in hands-on journalism, writing, editing, photography, videography, and digital media, allowing them to apply classroom learning in real-world settings. Students cover campus events, interview community members, and report on issues that matter, staying connected and informed.

The program also promotes involvement in industry events, media field trips, and conferences, helping students build skills, professional networks, and portfolios while enriching their overall college experience.

40. How does your program contribute to improving student retention by enhancing the quality of education and student engagement at De Anza College? (IMPACT) *

La Voz News supports student retention by providing hands-on journalism experiences that build skills in writing, editing, and digital media while fostering engagement with the campus community. Leadership roles give students responsibility and ownership, creating a sense of purpose and belonging. Returning students mentor newcomers, strengthening community ties. Professional networking, field trips, and internship opportunities further motivate students, keeping them connected to their academic and career goals.

41. How does your program promote and ensure accessibility, equity, and inclusion for students from diverse backgrounds? (DEI) *

La Voz News creates a welcoming and inclusive environment for students of all backgrounds. The newsroom actively supports participation through leadership roles, content creation, and mentorship. Stories reflect the diversity of the De Anza community, ensuring fair representation. Workshops, open dialogue, and guidance help students build skills and confidence. La Voz is committed to removing barriers, amplifying underrepresented voices, and creating a space where every student feels valued and empowered.

42. What steps does your program take to incorporate environmentally sustainable practices in its operations or events? (ES) *

La Voz News continues to prioritize environmentally sustainable practices in its operations. Digital publication remains our primary mode, reducing the need for printed copies, and when printing is necessary, we minimize quantity and use recycled paper. Shared online content management systems replace paper editing, and digital materials are used for event promotion to reduce waste. Food from late-night production sessions is stored and reused to prevent waste. Students are encouraged to use reusable supplies, including tea and water cups, and to be mindful of sustainability in their reporting and newsroom activities, integrating environmental responsibility into their workflow.

43. Attach any other 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.

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

Yes

No

45. Budgeter's Name *

Farideh Dada

46. Budgeter's Email Address *

dadafarideh@fhda.edu

47. Budgeter's Phone Number *

408-864-8588

48. Budgeter's Relationship to Project *

Journalism instructor/La Voz adviser

49. Budgeter's Position on Campus *

Journalism department chair

50. Administrator's Name *

Dr. Thomas Ray

51. Administrator's Email Address *

raythomas@fhda.edu

52. Administrator's Phone Number *

(408) 864-8546

53. Administrator's Relationship to Project *

Language Arts Division Dean who supervises Journalism Department

54. Administrator's Position on Campus *

Language Arts Division Dean