

View results

Respondent

7

Maritza Arreola

09:55

Time to complete

Program Information

1. Program or DASG Account Name: *

Student Leadership Training

2. Is this a new DASG account? *

Yes

No

3. Please enter your DASG Account Number: *

41-51162

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? *

4010 Supplies



4010 Supplies

5. 4010 Supplies Amount *

Please round up to the nearest whole number.

Please enter a whole number

6. 4010 Supplies Description *

Binders needed for Spring DASG trainings for 25 incoming Senators; food supplies (eating utensils, napkins, plates)

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

4015 Food



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>)

8. 4015 Food Amount *

Please round up to the nearest whole number.

Please enter a whole number

9. 4015 Food Description *

Roughly \$902 spent in meals (lunch for Executives, lunch for all senators, and breakfast for all senators) to ensure they were fed for 2 or 3 4-hour trainings; additional \$250 will ensure we have enough to reimburse these costs as most spent for Fall

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

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).

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

Student Leadership Trainings are facilitated by the College Life staff serving as advisors for DASG. The Spring trainings serve as the initial onboarding for our incoming 2026-2027 Senators.

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

25 total new senators in Spring (plus about 50 served in Fall including ICC, Mentors, and OCL)

13. 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 (this is an internal DASG cost)

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

The DASG advisors paid to ensure our incoming senators were fed and that there were sufficient supplies for our new team. The staff would not be fully reimbursed for these costs without this additional funding.

15. 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.

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

Yes

No

17. Budgeter's Name *

The Budgeter and Administrator cannot be the same person.

Maritza Arreola

18. Budgeter's Email Address *

arreolamaritza@fhda.edu

19. Budgeter's Phone Number *

408-864-8692

20. Budgeter's Relationship to Project *

21. Budgeter's Position on Campus *

22. **Administrator's Name** *

The Budgeter and Administrator cannot be the same person.

23. Administrator's Email Address *

24. Administrator's Phone Number *

25. Administrator's Relationship to Project *

26. Administrator's Position on Campus *