

## COVER LETTER

### SPECIAL ALLOCATIONS REQUEST

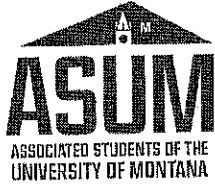
FEBRUARY 04, 2019

#### UNIVERSITY OF MONTANA PACIFIC ISLANDERS CLUB

Our special allocations request consists of two line items. The first line item, #62280, is a partial financial request for food items that will be served during our 1<sup>st</sup> Annual Lū'au at the Missoula Children's Theatre on Sunday, April 14<sup>th</sup> from 4:30 – 7:30p.m. This will be our biggest fundraiser of the year and we plan to raise lots of money to help us during FY20. The amount being requested is \$ 860.00 for specific items that are listed on the attached spreadsheet. This is a partial request as UMPIC received a generous donation of \$ 1,000 from an anonymous donor to purchase the remaining food items needed for the lū'au.

The second line item, #62280, is a financial request to assist with funding our bi-weekly meetings/potlucks. We've been doing our bi-weekly meetings/potlucks since spring 2018 and we would provide a main dish food item and a big pot of rice for all members and attendees. The \$ 450.00 would help tremendously in purchasing the main dishes and another 50 lb. bag of rice. When Pacific Islanders and other cultural tribes congregate, we normally do it based around food. The food is one of the reasons why members continue to attend our meetings/potlucks.

Thank you ASUM for your continued support as you're the reason why UMPIC is able to succeed in all that we strive to accomplish.



The Associated Students of The University of Montana

Date of Request: February 4, 2019

## Special Allocation Request Form

Group Name: University of Montana Pacific Islanders Club

Person(s) Preparing the Request: Ka'aumoana Ahina, Isaac La'a, Kamilla Tanaka, Jolyn Tausa

Contact Phone Number: (406) 243-2636 E-mail: uofmpic@mso.umt.edu

ASUM Index Code: MST 515

Event Description: 1st Annual Lū'au buffet menu items and food for bi-weekly meetings/potluck

Event Date: April 14, 2019 & Bi-weekly Event Location: MCT and Branch Center

Please attach a cover letter explaining the details and purpose of the event, how it will benefit your group and/or the university, who can attend the event, any additional costs/revenues associated with the event, and any other information that may help ASUM when considering your request.

Code	Description	Amount Requested	Board Approved	Senate Approved
62280	Partial Food cost for 1st Annual Lū'au (please see attached spreadsheet for details and explanation in our cover letter.)	\$ 860.00	\$ 215	\$
62280	Food for ongoing bi-weekly meetings/potlucks for Spring semester	\$ 450.00	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$

Code Explanations: 621-Contracted Services (guest speaker, dj's, security, etc.); 622-Supplies and Materials (training supplies, printing, books, etc.); 623-Communications (postage, advertising, phone charges, etc.); 625-Rentals (equipment, films, meeting rooms, etc.); 628-Other (dues, subscriptions, entertainment such as food/beverage, etc.)

Other Sources of Funding: Anonymous donor: \$ 1,000 towards cost of lū'au food

Total Amount Being Requested: \$ 1,310.00 Total Cost of the Event: \$ 3,750.00

Group Member Signature: [Signature] Date: February 04, 2019

For ASUM Use:	
Board on Budget And Finance:	Total Amount Approved: <u>215.00</u> Date: <u>02/18/19</u>
X: <u>Alexandria Schaffer</u>	Print Name: <u>Alexandria Schaffer</u>
ASUM Senate:	Total Amount Approved: _____ Date: _____
X: _____	Print Name: _____

University of Montana  
Pacific Islanders Club  
2019 Lū'au, Sunday, April 14, 2019  
Special Allocations Request Details

Food Items to Purchase for Lū'au			
Food Items:	Cost	Details	Total Cost/Item
(150) lbs of boneless pork butt	\$1.69	Per lb	\$253.50
(150) lbs of Homai rice	\$28.09	50 lb bag	\$84.27
(15) heads of cabbage	\$29.76	Case of 15 heads	\$29.76
(1) gallon Hickory liquid smoke	\$13.19	Per gallon	\$13.19
(10) lbs of salt	\$13.97	12 lb container	\$13.97
(125) lbs of chicken thighs	\$4.19	4 lb bag	\$130.94
(4) gallons teriyaki sauce	\$44.82	Case of 4 gallons	\$44.82
(30) lbs of elbow	\$10.88	10 lb bag	\$32.64
(4) gallons of Best Foods mayonnaise	\$49.96	Case of 4 gallons	\$49.96
(15) King's Hawaiian Sweet Rolls (32 ea)	\$8.96	Pack of 32 rolls	\$134.40
(40) lbs of tomatoes	\$35.89	Case of 20 lbs	\$71.78
TOTAL COST FOR ALL ITEMS			\$859.23



2/14/19

To the ASUM Senate,

This is our cover letter for a travel fund request for our spring break trip to San Francisco, CA on March 22-31.

This trip will be a transformative experience that includes service, learning, exploring diversity, culture, and religion. We will be working with the homeless and underserved populations of the Bay Area. This experience will help students gain a better understanding of issues around poverty and diversity as well as how agencies and faith communities address those issues. All UM students are welcome regardless of faith perspective.

The cost per student is \$200 for the trip plus some personal spending money. One UM Honors credit is optional. To minimize cost, we are staying at local churches and cook many of our own meals. The trip will be led by Honors Affiliate Faculty, John Lund. We plan to rent 2 Enterprise SUVs through the UM contract with them and take somewhere between 11-14 students.

**Costs for the trip**

2 SUV's	\$2000
Fuel	800
Food	700
Supplies for projects	300
Contributions and speakers	500
Total costs	\$4000

**Income**

Registrations (\$200 x 12)	2400
ASUM request	800
Emmaus contribution	800

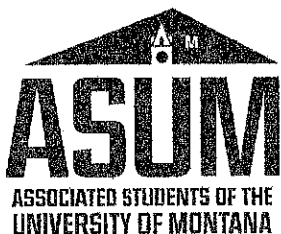
Submitted by John Lund (396-4974) and Jeremiah Ormseth

A handwritten signature in cursive script that reads "John Lund".

**Living Faith Through Community, Dialog, and Service**

Emmaus Campus Ministry is a ministry of the ELCA Lutherans in collaboration with the Episcopal and United Church of Christ churches & welcoming of all.

538 University Avenue Missoula, MT 59801  
John Lund Campus Pastor 406-396-4974 406-549-7821 Office



The Associated Students of The University of Montana

Date of Request: 2/15/19

## Travel Request Form

Group Name: Emmaws Campus Ministry  
 Person(s) Preparing the Request: John Lund & Jeremiah Ormseth  
 Contact Phone Number: 406-396-4974 E-mail: John.Lund@umontana.edu  
 ASUM Index Code: AST 595 Trip Destination: San Francisco  
 Trip Description: Alt. Spring Break Service/Learning  
 Dates of Trip: 3/22/19 - 3/31/19 Number of People Attending: 11-14

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

	Description	Amount Requested	Board Approved	Senate Approved
Personal Car		\$	\$	\$
Hybrid Car		\$	\$	\$
Commercial	Enterprise SUV's fuel is approx Quote is \$650 per <del>per</del> SUV \$400/SUV	\$ 800	\$ 400.00	\$
Motor Pool		\$	\$	\$
Lodging	<u>Sleep in Churches</u>	\$	\$	\$
Registration Fees		\$	\$	\$
Other		\$	\$	\$
Sub Totals		\$	\$	\$

Other Sources of Funding: Student registrations \$200; Emmaws Fundraising \$800

Total Amount Being Requested: \$ 800 Total Cost of the Trip: \$ 4,000

Group Member Signature: Jeremiah Ormseth Date: 2/15/19

For ASUM Use:

Board on Budget and Finance:

Total Amount Approved:

400.00 Date: 2/18/19  
 X: Alexandria Schaefer

ASUM Senate:

Total Amount Approved:

Date:

X:

**University of Montana Tuba and Euphonium Choir**  
taylor.bushey@umontana.edu | (907) 414-2905

February 7, 2019

ASUM Senate  
32 University Center  
Suite 104  
Missoula, MT 59801

Dear Associated Students of the University of Montana,

I write to you today to talk about the UM Tuba and Euphonium Choir's upcoming trip to Iowa City, Iowa in May of 2019. We will be travelling there to represent the University of Montana in the 2019 International Tuba and Euphonium Conference, from May 25th - June 1st at the University of Iowa.

The University of Montana Tuba and Euphonium Choir is a versatile group of students brought together by our love of our instruments, and our desire to perform and make beautiful music for people to enjoy. A wide variety of majors are represented among us - from Math to Music to Computer Science - and our members range from freshmen to 5th-year seniors. We meet in the evening at the UM Music Building once a week to rehearse a diverse assortment of music. Currently, we're preparing for our next performance; Tubas at the Break, at the Break Espresso in downtown Missoula on March 20th. We have also been featured at various other events and concerts, including a joint Fall Concert with the UM Concert Band, student recitals, and our upcoming Studio Recital on April 25th. Our most significant event in recent years, though, will be our participation in the International Tuba and Euphonium Conference.

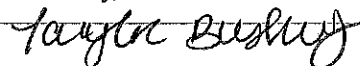
Nine of our members, as well as our Faculty Advisor, Dr. Ben Kirby, will travel to Iowa City for the conference in May. There, we will present a 25-minute recital of chamber music for conference attendees, and one of our membership (Jethro Thorne) will perform as a competitor in the solo competitions live semifinal round. We will also participate in clinic sessions and masterclasses with students and professionals from around the globe, and experience concerts featuring some of the best performers of tuba and euphonium in the world. This experience will be incredibly enriching for us, as there is no single greater yearly gathering of tuba and euphonium players than this conference. We will have the opportunity to learn from and meet so many talented professional musicians that share our love for our instruments, and the wonderful memories and knowledge we'll leave with will be unparalleled.

The entire experience will be seven days - five days at the conference, with one day before and one day after for travel. To minimize cost, we will be travelling to Iowa in a total of three vehicles, - which will carry our group members, our luggage, and our (large) musical instruments - and sharing hotel rooms. We will also hold fundraisers at our two previously mentioned upcoming performances (Tubas at the Break in March, and our Studio Recital in April).

Our participation in the International Tuba and Euphonium Conference as the University of Montana Tuba and Euphonium Choir will bring notoriety to our campus, as well as to our UM School of Music and our Tuba and Euphonium studio. Tuba and euphonium ensembles from other great universities will be represented at this conference, and our performance and presence there will be seen by students and professionals from around the world. For the university, this will be an exceptional opportunity to spread awareness of the wonderful UM School of Music, and of UM as a whole. For us, this will be a singular point of learning without compare, the knowledge from which we can carry with us throughout the duration of our time at the University of Montana and beyond.

Thank you for considering our request.

Sincerely,



Taylor Bushey  
UM Tuba and Euphonium Choir President



# The Associated Students of the University of Montana

Date of Request: 02/06/2019

## Union Emergency Fund Request Form

Group Name: University of Montana Tuba and Euphonium Choir

Person(s) Preparing the Request: Taylor Bushey, Group President

Contact Phone Number: (907) 414-2905 \_\_\_\_\_ E-mail: taylor.bushey@umontana.edu

ASUM Index Code: \_\_\_\_\_ Trip Destination: Iowa City, Iowa/University of Iowa

Trip Description: We will be representing the University of Montana at the 2019 International Tuba and Euphonium Conference. The UM Tuba & Euphonium Choir has been selected to present a recital of chamber music at this conference & one of our membership (Jethro Thorne) has been selected as a performing competitor in the solo competitions (live) semifinal round. Our membership will also participate in clinic sessions and masterclasses with students and professionals from across the globe. We will take in concerts performed by the very best performers of the tuba & Euphonium. There is no greater enrichment experience available for us as instrumentalists who perform on the tuba and euphonium! Our participation, in the very least, will bring notoriety to our campus as well as to our UM School of Music. It will also be a singular point of learning without compare.

Dates of Trip: Depart for Iowa May 24, Arrive May 25. Depart for Montana May 30, Arrive May 31.

Number of People Attending: 9

Please attach a cover letter explaining the details and purpose of the trip, how it will benefit your group, who is going, any steps you have taken to minimize the cost, and any other details that may help ASUM when considering your request.

	Description	Amount Requested	Board Approved	Senate Approved
Personal Car	2,800 miles round trip x 3 automobiles (these cars must also fit large musical instruments)	\$1,260.00	\$ <u>630</u>	\$
Hybrid Car		\$	\$	\$
Commercial		\$	\$	\$
Motor Pool		\$	\$	\$
Lodging	Conference hotel \$120 per night x 5 nights Travel hotel \$65 x 2 nights	\$2,920.00	\$	\$
Registration Fees	\$31 (ITEA membership) + \$195 (conference registration) per person x 9 people	\$1,786.00	\$	\$
Other	Food: \$30 per day x 8 days, and then multiplied by 9	\$2,160.00	\$	\$
Sub Totals		\$8,126.00	\$	\$

Other Sources of Funding: \$1,000 raised through previous fundraising efforts, dedicated to defer housing costs (A single private donor has provided this sum).

Total Amount Being Requested: \$1,260.00 Total Cost of the Trip: \$8,126.0

Group Member Signature: Taylor Bushy Date: 2/6/19

For ASUM Use:

Board on Budget and Finance:

Total Amount Approved: 630.00 Date: 02/18/19

X: Alexandrie Schaefer

ASUM Senate:

Total Amount Approved: \_\_\_\_\_ Date: \_\_\_\_\_

X: \_\_\_\_\_