

**Student Activity and Service Fee Submission Form
for
Trustee Organizations (all campuses)**

Welcome to the 2023-24 SASFAC process. If you need timeline, process, or resources, please visit the TSOS website [here](#).

Organization Contact Information

Display Name	NetID
Barile, Anthony	amb19022

Email

anthony.m.barile@uconn.edu

Your Organization:

SUBOG

Organization Website

[Click to visit](#)

Organization Social Media Information

<https://www.instagram.com/subogatuconn/> and <https://www.tiktok.com/@subogatuconn>

Please provide your Organization's Mission and a brief history

Our mission is to provide campus events for students by students. Meaning we are completely student run and our purpose is to provide events for the student body.

Please upload a PDF of your current Organizational Chart.

[SUBOG Org. Chart.png](#)

What are your organization's current goals and how do they align with your mission?

We are motivated to ensure we utilize our budget as efficiently and effectively as possible while we work to program events for the student body that meet the needs and wants of the students.

Activity Participation and Alignment

1) Briefly describe the programs and services you provide for your constituents that serve as the primary focus of your organization.

Our main programs are divided into six categories: Special Events, Major Weekends, Digital Entertainment and Films, Sports, Concert, and Comedy. This breakdown allows us to focus on different activities and events to better engage with students and program for the student body as a whole.

Who is eligible to participate in your activities?

Undergraduate students of a specific campus

Financials

Please note that items 3-5 should total 100%

2) For what purpose do you spend any portion of your budget on the operations of your organization?

Operations costs for SUBOG are associated with General Operations (printer costs, office supplies, cell phone, etc.), Executive Board Expenses (meeting refreshments, membership recognition items), and Conferences and Workshops (conference attendance, registration fees, travel, etc.).

3) What percentage of your budget is to support your organization's operations?

4

Does your Organization pay any elected or appointed student leaders?

No

Does your Organization pay for any non-student staff?

No

4) What percentage of your budget is for programs and services for students sponsored by your organization (do not include expenses that are for members only)?

96

a) How do you determine if these programs and services meet your organizational goal/priorities?
b) How do you know if the program, and services you provide meet the needs/expectations of your constituents?

Ever event we program is discussed and voted on by the SUBOG Board for the year at our Formal Board meetings. Events must get a majority vote in order to pass and move forward with the program. We rely on the judgment of our board to decide if an event meets our mission and use student feedback to adjust plans for future events.

5) For groups that fund Tier II student organizations, what percentage of your budget is allocated to them?

0

6) Please explain significant changes in the overall budget (spending plan) for this fiscal year since starting July 1, 2023, when compared to the previous year's budget and this year's original budget.

We increased our budget by \$100,000 taken from our reserve account to keep up with the increase costs of events. This increase was intended to allow our students to continue to provide activities and events that are consistent with our previous programs.

Revenue

7) What is the current Fee amount per semester/year?

Storrs Undergraduate [Fees](#)
Regional Undergraduate [Fees](#)
GSS Graduate [Fees](#)

8) Does your organization receive income from any source other than student fees?

Yes

- a) What are the sources of revenue you currently collect and how much is it that you receive?
 b) Are these sources consistent or variable from year to year?
 c) How is this revenue reflected in your organization's projected budget? Please explain.
-

We collect revenue from student tickets when programming larger events or travel trips. This is a case by case basis and changes from year to year. Revenue is estimated on our organizational budget of approximately \$185,000 per year. This is an estimation because it is dependent on student attendance at our events.

Expenses

9) What are the top organization operational expenditures?

Our top operational expenditures are related to promotional material like subscriptions and printing. Additional operation expenses are related to a cell phone used during travel.

11) What are the top organization expenditures for programs and services that you fund?

Our top expenditures are related to our events and activities. This can include anything from artist fees to rentals of buses for travel trips.

13) What are the top expenditures for Tier II organizations (if applicable) that you fund?

Not Applicable

10) How are these expenses similar to or different from the previous year?

These expenses are nearly identical with the expenses of the prior year.

12) How are these expenses similar to or different from the previous year?

These expenses are very similar to the previous year. The difference between the previous year and last year is related to the size of the expenditures, which is anticipated to be larger than last year.

14) How are these expenses similar to or different from the previous year?

Not Applicable

Future Year Spending Plans

15) What are your Organizational priorities, as reflected in your projected budgets, for the next two fiscal years?

We are continuing to prioritize contractual services related to events and programs. We are increasing our attention towards refreshments related to effects. This would be anything from handing out cookies to booking food trucks. Overall, we anticipate our expenses to remain constant for the next two fiscal years.

16) Is your Organization seeking a fee increase?

No

Fund Balance

17) If your Organization should carry over funds from one year to the next, what is the ideal (minimum) level of that fund balance and what is the justification for that amount?

The ideal balance to keep in our reserves is between \$200,000 and \$250,000. This is to provide security for events that may fail and cause large costs. The largest risk is UConnic, our spring concert. If this event had to be cancelled for any reason, it could cost our organization upwards of \$200,000 due to lost revenue and contractual obligations.

18) If your organization is carrying a fund balance above the ideal/minimum level - what planned expenditures are budgeted (in which upcoming fiscal year)with the intention to bring down the fund balance to ideal levels?

We are continuing to increase our spending by \$100,000 over what is allocated from student fees. by doing this, we project to spend our reserve balance down to the ideal amount of \$200,000 to \$250,000 by the end of fiscal year 2026.

Include what your projected balance will be at the end of this year as well as the next two projected years.

2024: \$469,591, 2025: \$369,591, 2026: \$269,591

Other

Is there any additional information that the Committee should be aware of when reviewing your Organization's budget documentation?

Our costs of programming have increased. We have the capacity to soak up these additional costs as our reserve account is larger than needed. However, once this account has been spent down, we will need an increased student fee to keep continuity with the scale and quality of our events and activities.

Financials

Please upload the SASFAC Excel Sheet

[Student Activity Fee Budget Projection Form-23-25.xlsx](#)

Advisor & FO Review and Commentary

1. Is the financial document (specifically the columns 'FY23 Actuals' and 'FY24 Updated', including the fund balance), as presented, an accurate record of the organization's financial status?

Additional Documentation Upload

No Response

Yes

2. Do you have comments regarding the FY25 Updated or FY26 Projected Budgets?

No

3. Please provide a narrative on the advising and compliance discussions you have had to date with the Org leadership regarding their finances.

Anthony, the SUBOG VP Finance and I meet weekly to check in on the SUBOG budget. Anthony has closely monitored the SUBOG budget this year and updated their SASFAC budget to more accurately project their future spending and reserves account spend down.

Advisor/FO signature

Electronically Signed by Bouchard, Eric (eric.bouchard@uconn.edu) - December 7, 2023 at 10:13 AM (America/New_York)

Organization Review and Vote

You've got through and made any necessary edits:

Yes

Date of formal Organization Budget approval

December 4, 2023

Please upload a copy of your Organization's meeting minutes reflecting an affirmative SASFAC packet vote.

[SUBOG Meeting Minutes - SASFAC.pdf](#)

Form Submission - Proposer

Submitted for Approval | Proposer

Barile, Anthony - November 17, 2023 at 5:00 PM (America/New_York)

Task

Task Completed

Bouchard, Eric - November 27, 2023 at 9:38 AM (America/New_York)

Task

Reassigned

O'Brien, Krista - December 4, 2023 at 3:23 PM (America/New_York)

form issue

Barile, Anthony

Task

Sent Back

O'Brien, Krista - December 4, 2023 at 3:24 PM (America/New_York)

to make edits

Form Submission - Proposer

Submitted for Approval | Proposer

Barile, Anthony - December 6, 2023 at 9:51 PM (America/New_York)

Task

Task Completed

Bouchard, Eric - December 7, 2023 at 10:14 AM (America/New_York)

Anthony to send along the Meeting Minutes from the SUBOG Formal shortly.

Task

Task Completed

Barile, Anthony - December 7, 2023 at 4:04 PM (America/New_York)

Notification

Notification Sent

Clokey, David - December 7, 2023 at 4:04 PM (America/New_York)

Notification

Generating PDF

O'Brien, Krista



- "My email is subogfinance"

12/4: Formal Meeting

Comedy:

- Spring Comedy Show amended from Hot Ones to a different comedian
- Watch Party on Wednesday

Concert

- Las committee meeting last week
- New events coming
- Probably gonna change the date for Freestyle Frenzy

Major Weekends

- Aux Cord Wars Prep amended
- The logo for winter weekend done
- Senior trip ideas

Sports

- Meetings Tuesdays at 5
- Got access to the volleyball center

Special Events

- Cancel National Puzzle Day Prep
- Cookies cocoa and canvases
- Final meeting for special events this weekend
- Doing a tik tok for comfort crafts, love letters to subog

Films

- Good semester
- Good things are in the works

Outreach

- Posting schedule any edits let them know
- Continue to communicate
- Stuff a Husky was a success

VP Membership

- Holiday party Wednesday
 - "Come if you want"
- Recognition will be done by the end of the day on Wednesday

VP Admin

- Working on transition document

VP Finance

- "Like events like UCONNIC shit the bed and we have to pay \$20,000"
- Passed Budget Projecting Form
- Get your expense logs in
- "Send an email, hell an Instagram DM"

VP Programming

- Ordering staff shirts
- "Can't guarantee a nice pink can't guarantee a nice purple"
- Missing event evals
- Use badges during events!!

President

- Monday before school starts mandatory training
- Board meetings are from 1-2 pm
- Check your emails
- Committee catering prep

Advisors

- Things going missing from the closet keep track of things

Preps

- Jeopardy Night
 - UCONN Celebs
 - Amazon gift card giveaway
 - PASSED
- Scoop for Scoop
 - January 30th
 - 12-3
 - Launch SUBOG Dragonslayer?
 - Make their sundae
 - PASSED
- AACC Collab
 - Black History Month programming
 - Slam poetry
 - PASSED

- Improv Show
 - February 21st
 - 7-9 pm
 - Two artists to come and do crowd work
 - PASSED
- World Music Therapy Day
 - March 1st
 - PASSED
- EDM Night
 - March 1st or March 4th
 - TEDS or 304
 - Different DJ Sets
- Mystic Aquarium Travel Trip
 - Some kind of Sunday
 - "No better Sunday than bussing down to Mystic Aquarium"
 - PASSED
- Comedy Show
 - March 27th
 - 7-9
 - Working on artist
 - Tickets for attendance
 - PASSED
- World Book Day
 - Fairfield Way
 - Different cultures from different authors
- Sustainability Week
 - Event with Closet Lockdown
 - Fairfield Way
 - Working with the office of sustainability
 - Pottery Painting
 - Flee Market
 -

New Business