



12/20/2024

2024-2025 ICC/Club Budget Request

for Special Allocations

For ICC use only

Qtr: ☐ F ☐ W ☐ S

Club Name: Pre-Nursing SocietyName: Ashley NguyenSignature: Phone: 408-763-7728Email: nguyenashley785@gmail.com1. Club Account Number: #44-47372. Current Club Account Balance (Attach a copy of club account #44-XXXX) \$ 503. Event /Date/Location PRE-NURSING x MDA pipe cleaner flowers + card making => 5/5 in quad in front of fountain4. FUNDS WILL BE USED BY THIS DATE: 5/5/2025 (Officer Use Only)

5. Brief description of budget request (unit price, estimated quantity to purchase, description of supplies...) (Use additional sheet if necessary)

- 300 Pcs Thick Pipe Cleaners pastel Macaron Color for Art & Craft Projects- 50 pack Blank cards & Envelopes- 4 rolls 1/2" wide floral tape for bouquet stem

Object Codes	Club Requested Amount	ICC Agenda Recommendation
6. Supplies (4010)	6.\$ <u>30.41</u>	\$ _____
7. Promotional (4013, Banner)	7. \$ _____	\$ _____
8. Printing (4060)	8. \$ _____	\$ _____
9. Technical & Professional Services (5214) Security, Clean Up, Speaker(s), Entertainment	9.\$ _____	\$ _____
10. Equipment Rental (5310)	10 \$ _____	\$ _____
11. Advertisement (5745, Facebook Ad)	11 \$ _____	\$ _____
12. Web Site Support/Insurance (5922)	12 \$ _____	\$ _____
13. Grand total of items 6 – 12	Total: \$ <u>30.41</u>	\$ _____

Budget form will only be considered with these authorized signatures

15. <u>President</u>	<u>Maryam Pender</u>	<u></u>	<u>669-246-3659</u>
Officer Title ((Co) President)	Name	Signature	Phone
16. <u>Treasurer</u>	<u>Kimberly Villatoro</u>	<u></u>	<u>408-355-8957</u>
Officer Title (VP or Treasurer)	Name	Signature	Phone
17. <u>Advisor</u>	<u>Tom Nguyen</u>	<u></u>	<u>408-864-8971</u>
Club Advisor	Name	Signature	Phone

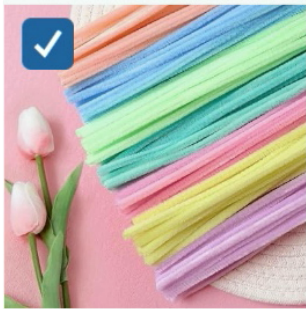


ICC/Club Budget Request Guidelines

for Special Allocations

Please check the box if you meet the requirement

- ☒ The club is not on probation ☺
- ☒ The club has finished the last budget request. (forms all submitted and processed)
 - ☐ If no, please contact the ICC Chair of Finance to complete.
- ☒ Attach a copy of the club's 41-account balance.(Did club get funds from ICC already?)
- ☒ This is an on campus event.
- ☒ Have a brief plan about this budget request (date, location, what do you plan to purchase)
- ☒ The request does not include awards, refreshments, capital equipment or illegal items.
- ☒ Allocation for supplies for Club Day and Club sponsored event (usable goods, decorations, paper, supplies, tape) will be limited to \$250.00 per fiscal year (July 1-June 30). May not be used for supplies to support a club fundraiser or to give away items
- ☒ Banner does not excess \$ 150.00 $\forall \mid \cup$
 - ☐ Attach the design of the banner.
- ☒ Printing does not excess \$ 250.00 and Club may not buy prepaid printing cards. $\forall \mid \cup$
 - ☐ Printing materials will state "Funded by ICC"
- ☒ One speaker does not excess \$ 300.00, and total speakers do not excess \$ 800.00 $\forall \mid \cup$
- ☒ One entertainment performer does not excess \$ 300.00, and total performers do not excess \$ 800.00 $\forall \mid \cup$
- ☒ The total amount requested this time does not excess \$ 800.00 $\forall \mid \cup$
- ☒ The total requests do not excess \$ 1,000.00 in this fiscal year (including this request).
- ☒ Fill out the whole form at the front page.
- ☒ There are two club officers and one club advisor signatures.
- ☒ If I have any other question, I will look at the [ICC Financial Code](#) page 2 for help.
- ☒ I will submit the request to the ICC Chair of Finance **no later than two (2) weeks prior to the event.**
- ☒ I will present this form and other documents to the ICC Agenda Meeting after submitting the forms but before the event. Agenda Meetings are held biweekly on **Mondays 1:30 pm - 2:30 pm** Hybrid, Online via Zoom or in Student Council Chambers (Downstairs of De Anza Dining Services).
- ☒ Now you are all set. The ICC Chair of Finance will go over the guidelines at the ICC Agenda Meeting.



300 PCS Thick Pipe Cleaners Craft S
Assortment Candy Pastel Color Che

\$9⁹⁹

FREE delivery **Apr 25 - May 7**

Shipped from:

[ChangChunShiDongXinDianZiShang](#)

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Save for later

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50 Pack Blank Cards and
Envelopes 5x7, Kraft Paper A7...

100+ bought in past month

\$11⁸⁹

(\$0.24 / Count)

Lowest price in 30 days

✓prime Two-Day

FREE delivery **Thu, Apr 17**

FREE Returns

✓
🗑️ 1 +

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KUUQA 4 Rolls 1/2" Wide Floral
Tapes for Bouquet Stem Wrapp...

700+ bought in past month

\$5⁹⁹

(\$0.02 / Foot)

✓prime One-Day

FREE delivery **Tomorrow, Apr 16**

FREE Returns

Save more with Subscribe &
Save >

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supplies
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De Anza College Student Accounts
Project Activity Report
4737 Pre-Nursing Society, De Anza

Account	Description	Date	Reference	Balance
4737 - Pre-Nursing Society, De Anza				
			Beginning Balance	\$0.00
			Adjustments to Balance	\$0.00
44-72100-0000				
44-72100-0000	Trf from Fund 41 DASG Genera	11/29/2024	New Club Allocation-PreNursingSociety,DA	\$50.00
			Totals for 44-72100-0000.	\$50.00
			Ending Balance	\$50.00

De Anza College Student Accounts
Project Activity Report
4737 Pre-Nursing Society, De Anza

Account	Description	Date	Reference	Balance
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Report name: 4737 Pre-Nursing Society, De Anza
Include these dates: <Specific fiscal periods> (7/1/2024 to 6/30/2025)
Include these Projects: 4737
User has access to all Projects