

# SAF Contingency Proposal Form 2018-2019

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Results for: [Martin, Minda J.](#)

Submission date: 11/01/2018 4:54 PM

Total time: 2 hours, 41 minutes, 42 seconds

Question

Response

Question:

Proposing Group: (i.e. Career Services, Sustainability Club, Campus Events Board, IEE, etc.)

UW Bothell Film Festival

Question:

Department/ Organization: (i.e. FYPP, Student Affairs, Recreation and Wellness, etc.)

Film Festival Club

Question:

Contact Person: This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.

Minda Martin

Question:

Contact Email: This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal. Please include a regularly checked email as the SAF Committee contacts groups primarily through email.

mindam@uw.edu

Question:

Contact Phone: Please include the phone number of the contact person. This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.

4255323412

Question:

Budget Owner/ Faculty or Staff Member: This person is a faculty or staff member who will be fiscally responsible for the SAF allocation. Please consult with this person before listing their name. This person must be authorized in UW procurement and fiscal systems and familiar with university purchasing policies and processes. For student clubs, please coordinate with Student Engagement & Activities and Club Council (uwbclubs@uw.edu).

Minda Martin

Question:

Executive Summary of Your Proposal: Please provide a concise overview of the program, activity, or service for which you seek funding. \* Remember that the contingency process is for new ideas/initiatives only from students, all other requests must be made during the Annual Cycle. Typically budgets are available in February. Complex events may take up to 8 weeks to plan, so keep this in mind when proposing a contingency proposal for an event.

We are proposing the first annual student media festival for UW Bothell. Students from across the university will be invited to submit videos they have produced on campus in the past two years (2017-2019). These videos will range from narrative, experimental, and documentary and interactive. The entries will be screened and judged by faculty and students based on content and innovation. Approximately 12-17 videos will be chosen to represent the wide range of student production on campus. The Media Festival will be attended by students, media professionals, faculty, staff, family, and friends. It will also be archived on the campus website. We are applying for funding for the event, which includes equipment rental, video projector, promotional materials, food/refreshments for 3 separate events, a host for the event (usually a media professional from Seattle or North Seattle, which we pay a speaker fee), and lastly prizes for the winners of the show. These prizes include Audience Award, Best Social Justice Award, Best Environmental Justice Award, and the remaining two awards to be named by students. The videos will be sustained digitally through a digital content site and housed on the UW Bothell website. This event will enhance student services to support academic success and enrich student life and deepen and broaden community engagement. Students will work closely with faculty in research, creative output, and community partnership. Faculty will supervise students in enabling them to wear many different roles in their media related field. For example, here are a few of the roles students will take on:

1. "Curator" Students will judge other students work from a technical, theoretical, aesthetic, and thematic viewpoint. Students will be creative writers coming up with themes, categories, and titles to advertise the student media festival to the campus and the community.
2. "Promoter" Students will be promoters making flyers, posters, postcards (which we need funding to pay for) to promote the event to the campus and community of San Marcos. In addition, they will

create a website for the show.

3. "Producer" Students will be producers in asking companies for donations, gift certificates, and/or products to accompany each award. If we are awarded funds, students can use these funds to ask organizations to match the funds. This is usually a more successful way to get donations. Furthermore, the student will put the name &/or sponsor logo of the organization who donates funds in the program and in the video credits.

4. "Editor/Sound Designer" Students will be editors/sound designers editing a trailer for each category as well as compiling one reel of all the videos awarded. In addition to editing the reels, students will practice sound designing and sound mixing.

Students will look forward to this final event each year as it brings a student-centered, high-energy celebration to the campus in which all students can participate. They will enjoy the competition, the acknowledgement of their work, and the screening.

The organizers who will be overseeing the event are faculty members who teach media production or media criticism courses-- Minda Martin, Masahiro Sugano, and Alka Kurian. These faculty members bring experience putting together film festivals as well as making films. Both Minda Martin and Masahiro Sugano are award winning internationally known filmmakers. Alka Kurian created the well known Tavseer South Asian Film Festival in Seattle. Through local media and community outreach, we will also invite non-student residents of North Seattle, highlighting the emergence of our campus as The North Seattle hub of media culture and student activity -- a place that can be accessed by students and community residents alike for top-quality cultural events. By partnering with area businesses in providing prizes for this grassroots, student-led event, we intend to open the door to new, fruitful, and lasting collaborations with area industry and civic organizations.

*Question:*

Need for this Program/ Service: In 200 words or less, please do the following: \*Describe the need for this program or service. \* If possible, include any data that might support your proposal (i.e. surveys indicating a need for your initiative).

Currently there is no film festival on our campus and there are several classes that offer media production assignments. The city of Bothell has expressed interest in supporting this event.

*Question:*

Estimate the number of students that will benefit from your proposed program/ service: In 200 words or less, please do the following: \*Indicate what the benefits of your proposed program for students will be \*Estimate how many currently enrolled students will likely benefit from your proposed service or program. \*Estimate the number of any other individuals (and indicate their affiliation) that might benefit from this service or program.

40-60 enrolled students, 30-50 family, faculty, and community residents.

Benefits-- learn how to submit to festivals, see and celebrate work with peers, family, faculty, and media professionals.

*Question:*

Additional Information: If needed, please include any other information you feel is relevant to your request. (There is no character limit on this field).

Students will have the unique opportunity to celebrate their creative work with their parents, colleagues, and the community. The award lets the students know that we value their voice and want them to continue to make media for entertainment, artistic, and informational purposes. The awards will go to the most innovative and strongest content produced by our students. Students who see the videos either in person or on-line will be encouraged to try harder and gain an appreciation of their colleagues and to challenge their craft and to produce stronger material. For students who are nominated and for those who win awards, they will have more confidence in making their next media project whether it is in a class, graduate school, or their first professional media job. Furthermore, this event will encourage and empower students to submit their media productions to TV, festivals, jobs, film industry, and graduate school. If they win an award or screen at a competitive media festival, it will bring recognition to the University.

*Question:*

Programming/ Events: Describe the funds you are requesting in detail below. Please put total dollar amount of programming/events in the bottom of this box.

The funds we are requesting below are for facilities and equipment rentals/setup \$412.50  
Printing/Photocopying: brochures and entry forms: \$400  
Office supplies to create reel for the festival--memory cards and hard drive- \$550  
Food and drinks for 3 separate events culminating to produce the film festival--\$1375  
Promotional Materials of the festival which includes graphic design, posters, and flyers--\$450  
Video projector and camera rental for the screening--\$2268  
Speaker fee for host of the festival and awards \$1250

Total: 6705

*Question:*

Facilities and equipment rentals/ Set-Ups: Describe the funds you are requesting in detail below. If you require facilities/equipment rental and assistance with set up, please indicate it here. Take into account custodial fees and clean up <https://www.uwb.edu/arc/events/reservation-policies>. Please put total dollar amount of facilities and equipment rental and any set up costs at the bottom of this box.

The Film Festival is 3 hours.

Rental of ARC: \$412.50

Total: \$412.50

Question:

Printing & Photocopying: Describe the funds you are requesting in detail below. Please put total dollar amount of printing/photocopying in the bottom of this box.

printing and photocopying entry forms \$25

150 color glossy brochures for the festival. \$375

Total: \$400

Question:

Office Supplies: Describe the funds you are requesting in detail below. Please put total dollar amount of office supplies in the bottom of this box.

SDHC media cards for video taping festival, \$50

1 thunderbolt external hard drive for assembling the reel. \$500

Total: \$550

Question:

Food/ Refreshments: Review the food policy/ food form for the University policies before asking for food. The Food Policy is below the food form in the link <https://www.uwb.edu/finance/food-approvals>. Understand that food for normal meetings is not allowed. Describe below the reason you are requesting food and how it meets the food policy. Please put total dollar amount of food/refreshments in the bottom of this box.

Food for Jurying process--

6-8 student and faculty members will jury films. 8-10 hours.

Breakfast, lunch

\$275

Food/Drink for Assembling Reel and promotional trailers/teasers (12-16 hours). 4-6 faculty and student \$375. (breakfast, lunch, and dinner)

Festival

Dinner buffet before event. \$725

feed up to 60 people.

Total: \$1375

Question:

Promotional Items: Promotional Items are designed to promote any student organization, group, or funded project or service and are limited to a total value of \$800 per year unless expressly stated otherwise by the Services and Activities Fee Committee at the time of allocation.

Promotional materials--

flyers and posters to promote submission and festival--\$250

Graphic Design for Festival--\$200

Total: \$450

Question:

Equipment Rentals/ Purchase: Describe the funds you are requesting in detail below. Please put total dollar amount of equipment rentals/ purchase in the bottom of this box.

4K Video Projector--\$1943 (includes tax)

The projector is necessary for highest resolution capability for screening.

4K Video Camera/Tripod/Microphone Rental for 3 hours--\$325

Total: 2268

Question:

Transportation: Describe the funds you are requesting in detail below (indicate in state/ out of state, as well as type of transportation). Please put total dollar amount of transportation in the bottom of this box.

None requested

Question:

Meals and Lodging for Travel: Describe the funds you are requesting in detail below. Please ensure that you are in compliance with applicable per diem rates for meals. The rates are available at the following link: <https://www.gsa.gov/travel/plan-book/per-diem-rates> Please note that hotel bookings are typically done through the University. Please put total dollar amount of meals and lodging in the bottom of this box.

None requested

Question:

Other: Please include any other expenses that don't fall under any of the above categories in detail. Please put total dollar amount of other in the bottom of this box.

Local artist and rapper fee as host of film festival--\$1000.

Awards--\$50 each for plaques--\$250 total

Total: \$1250

Question:

Total Amount Requested: Please take the time to carefully add all of your figures from above. Please note that adjustments will not be made to the total amount requested in the event of an error. Round your final total up to the nearest dollar.

6705

Question:

Terms and Conditions: \*I have read and agree with the terms and conditions of the SAF Bylaws: <http://www.uwb.edu/studentlife/safc/safbylaws> \*I understand that once submitted, adjustments cannot be made to the requested amounts listed above. \*I understand that hearings will be held between 8:30AM-12:00PM on Friday, November 16th, 2018 and someone from my group will be available to attend a brief hearing scheduled during that time frame.

I agree

