A Bill

This is a bill to allocate $2,254.59 from the Senate Operating Account to assist UNO Ambassadors in their semi-annual Swampball which will be hosted on September 27th, 2014 in the UNO Quad.

Whereas, the UNO Ambassadors are registered with the Office of Student Involvement and Leadership;

Whereas, Swampball is necessary to the UNO community because it promotes campus involvement and unity and raises money for student scholarships;

Whereas, the food is free to participants and the pits are necessary to the Swampball event;

Whereas, Swampball is open to everyone, both UNO students and otherwise.

BE IT ENACTED BY THE UNIVERSITY OF NEW ORLEANS STUDENT GOVERNMENT THAT:

I. THE AMOUNT OF $2,254.59 BE ALLOCATED FROM THE Senate Operating TO UNO Ambassadors FOR Swampball.

II. ALL UNUSED FUNDS SHALL REVERT BACK TO THE STUDENT GOVERNMENT AT THE END OF THE CURRENT FISCAL YEAR.

III. SEE ATTACHED BUDGET.

IV. UNO Ambassadors SHALL REPORT BACK TO THE STUDENT GOVERNMENT WITHIN 30 DAYS UPON COMPLETION OF THE EVENT.

[Signature]
[Date]

[Signature]
[Date]

[Signature]
[Date]
## Swampball 2014 Budget

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Item Description</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities Services</td>
<td>MOVE CREW</td>
<td>$ 43.10</td>
</tr>
<tr>
<td>Facilities Services</td>
<td>ELECTRICIANS</td>
<td>$ 66.41</td>
</tr>
<tr>
<td>Facilities Services</td>
<td>GROUNDS - Labor</td>
<td>$ 342.92</td>
</tr>
<tr>
<td>Facilities Services</td>
<td>GROUNDS - Fill</td>
<td>$ 432.00</td>
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<tr>
<td>Facilities Services</td>
<td>PLUMBING</td>
<td>$ 19.84</td>
</tr>
<tr>
<td>Aramark</td>
<td>CATERING</td>
<td>$ 1,350.32</td>
</tr>
</tbody>
</table>

**Total Expenses** $ 2,254.59
Good morning Camryn,
I hope this information is some help to you.

MOVE CREW: 03-31-2014
Labor Cost  $43.10

ELECTRICIANS: 03-31-2014
Labor Cost  $38.66
Other Cost – (Generator) $27.75

GROUNDs: 03-31-2014
Labor Cost  $342.92
Other Cost – (Excavation/Back Fill) $432.00

PLUMBING: 03-31-2014
Labor Cost  $19.84

If you have any additional questions, please contact the S/C @ 230-6675.

Have a wonderful day.

Nurcelle Davis-Alexander
Administrative Coordinator II
Office of Facility Services/Service Center
University of New Orleans
504-280-6675 – Office
504-280-1350 – Fax
ndalexan@uno.edu

At Your Service!
**Order Name:** Fall 2014 UNO Ambassadors Swampball

**Catering at the University of New Orleans**
2000 Lakeshore Dr
University Center
Suite 114 E
New Orleans, LA 70148
504-865-5976

**First Name:** Laura
**Last Name:** Ford
**Address:** 2000 Lakeshore Dr
**City:** New Orleans
**State:** LA
**Zip Code:** 70148

**Department:** Student Government
**Company Name:**
**Email:** infores@uno.edu
**Phone:** 504-280-6229

**Payment Type:** University Speed Key
**Account Number:** 87192

**Custom Menu Request**
Briefly describe what you are looking for and how many guests you will have and we will contact you.

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Qty.</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNO Ambassadors Fall 2014 Swampball</td>
<td>350</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Barbecue Grill with Attendant</td>
<td>1</td>
<td>$50.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>350 Hamburgers with Buns (uncooked)</td>
<td>350</td>
<td>$1.25</td>
<td>$437.50</td>
</tr>
<tr>
<td>200 Hot Dogs with Buns (uncooked)</td>
<td>200</td>
<td>$0.75</td>
<td>$150.00</td>
</tr>
<tr>
<td>75 Garden Burgers with Bun (uncooked)</td>
<td>75</td>
<td>$2.00</td>
<td>$150.00</td>
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<td>Attendee Service Charge</td>
<td>3</td>
<td>$20.00</td>
<td>$60.00</td>
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<tr>
<td>Potato Chips - 20 lbs</td>
<td>20</td>
<td>$4.42</td>
<td>$9.00</td>
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<tr>
<td>Fruit Punch - 10 gallons</td>
<td>10</td>
<td>$8.89</td>
<td>$55.95</td>
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<tr>
<td>Lemonade - 10 gallons</td>
<td>3</td>
<td>$8.89</td>
<td>$26.67</td>
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<tr>
<td>Iced Water - 50 gallons</td>
<td>35</td>
<td>$79.12</td>
<td>$27,040.00</td>
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</table>

**INVOICE #2736**
**Saturday, 9/27/2014**
**Ordered On:** 9/3/2014

**Method:** On Campus Delivery
**Delivery Contact:** Camilla Gunnell
**Delivery Phone:** 504-280-6079
**Building:** Earl K. Long Library
**Floor:** LIB Quad
**Room #/Name:** LIB Quad

**Guest Count:** 350
**Pick-up/ Delivery:**
**Date:** Saturday, 9/27/2014
**Food Delivery Time:** 11:45 AM
**Event Start Time:** 12:00 PM
**Event End Time:** 3:00 PM
**Food Clean-up Time:** 3:15 PM

**Terms & Conditions:**
**Enter Your Terms & Conditions:**
Cell Phone: 318-542-0211

**Tax Exempt:** True

<table>
<thead>
<tr>
<th>(1000 cups)</th>
<th>50</th>
<th>$2.40</th>
<th>$120.00</th>
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<tbody>
<tr>
<td>* The administrative charge is not intended to be a tip, gratuity, or service charge for the benefit of employees</td>
<td>Order Totals</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sub Total</td>
<td>$1,275.32</td>
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<tr>
<td></td>
<td>Delivery Fee</td>
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<tr>
<td></td>
<td>Order Total</td>
<td>$1,350.32</td>
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</tr>
<tr>
<td></td>
<td>Balance Due</td>
<td>$4,350.32</td>
<td></td>
</tr>
</tbody>
</table>

Invoice #2736

Hello All,

After reviewing the Swampball proposed Bill, I find the funds requested do not violate any University or State purchasing policies, BUT is not approved for the SG Agenda until the following changes are made.

1. Time of the event should be written into the body of the bill.
2. Provide current quotes from each Vendor for this event. The quote given are for a previous date, and vendor prices may have changed.
3. An email from your organization’s advisor approving this event.
4. Provide the advertisement/flyer with the name, date, time, location of this event to be posted to http://calendar.uno.edu/.

Please re-submit the Swampball Bill to me with theses updates for financial approval. As a reminder, service hours are required for student organizations requesting Student Government funding. If service hours are a requirement for this event/item, please contact the SG Treasurer for further explanation for fulfillment of this requirement.

Regards,

LaJana Paige
Business Manager
Student Affairs & Enrollment Management
(504) 280-5508 (p)
(504) 280-3975 (f)

From: Nicholas Austin St. Amant [mailto:nstamant@my.uno.edu]
Sent: Thursday, August 28, 2014 1:50 PM
To: LaJana Paige
Subject: FW: Swampball Bill

Forgot to attach you on this.

Sincerely,

Nicholas St. Amant