



# Request/Proposal - Spring 2018

## Proposal Deadline:

- Priority Deadline to submit a proposal/request is October 6<sup>th</sup> at 5 pm.
- Final Deadline to submit a proposal/request October 20<sup>th</sup> at 5 pm.
- Please submit to ASI Administrative Office, U-SU Room 203 or e-mail Aaron Castaneda at [asivpf@calstatela.edu](mailto:asivpf@calstatela.edu).

## I. Summary (REQUIRED)

The following request is submitted by the A.S.I. Administrative Office, Student Government and Programming and Student Support operations to meet the mission and purpose of ASI.

## II. Objective (REQUIRED)

Administrative & Student Government:

- Computer and Technological Upgrades – With the recent office reorganization we are in need of additional computers and monitors, reorganization of data and wiring, printers, and additional pedestal files.

Programming and Student Support:

- Meeting Attendance and Involvement Initiative - A new marketing initiative will be created to increase student attendance at all ASI meetings by marketing our meeting better, offering food, and encouraging ASI members to personally recruit students to meetings.

## III. Mission

## IV. Description (REQUIRED)

Please see the additional budgets provided

## V. Management (REQUIRED)

Administrative Office, Committee Chairs, Executive Officers, and ASI Members.



VI. Marketing

Working with Gus and our Branding and Marketing Team we will create a creative marketing plan that will increase attendance at our meetings

VII. Budget (REQUIRED)

Please see the attached.

VIII. Guidelines (REQUIRED)

We will use all appropriate polices to ensure compliance with ASI and University expectations.

IX. Criteria (REQUIRED)

This incentive will bring the student population that we serve closer to the business side of our mission and purpose.

X. Survey

XI. Contact information (REQUIRED)

Intef W. Weser, A.S.I. Executive Director

Dena Florez, A.S.I. Office Manager