

# **ASI** Associated Students, Inc.

## **Funding Request Form**

2018-19

"...For the Students, by the Students!"

### **Necessary Documents:**

- ☒ Event Flyer w/ASI Logo
- ☒ CSI Event Reg. Form
- ☒ Estimates / Food Permits
- ☒ Event Estimates / Invoices

### **Contact**

Officer Name \_\_\_\_\_  
 Officer Title \_\_\_\_\_  
 Address \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_  
 Phone & Email \_\_\_\_\_  
 Officer Signature \_\_\_\_\_

### **Organization**

Club/Organization: Mad Scientist  
 Event Title: 3D Printing Workshop  
 Date(s) of Event: 10/11/18 Semester Fall  
 Location of Event: A1  
 Expected Total Attendance: 25  
 Expected Attendance of Cal State LA Students: 25

### **Event Description and Total Cost Breakdown**

Briefly describe the event:

Exposing engineering students to the world of additive manufacturing by having a workshop where they learn how 3D printing work.

Is the event open to all Cal State LA students?: No

How will this program enhance the Cal State LA experience?:

This workshop will enhance the Cal State LA experience by teaching students marketable skills that they can put on their resume.

### **Hospitality**

Description	Amount

### **Honoraria/Contracts**

Description	Amount

### **Marketing**

Description	Amount

### **Other**

Description	Amount
3D Printer Parts	\$298.55
Fillament	\$367.83

### **Event Summary**

Total Cost of Event: \$666.38  
 Amount Requested from ASI: \$700.00  
 Amount from other sources: \_\_\_\_\_  
 What other resources are you employing for this event?

### **For Office Use Only • Do Not Write Below**

#### **Important:**

- (1) *All Funding Request Forms must be turned in by 12 PM Friday, the week before the Funding Sub-Committee Meetings.*
- (2) *Additionally, funding request forms must be turned in no less than 10 business days (2 weeks) prior to the event.*
- (3) *Deadline for Request for Payment or Purchase Order (RPP) is 15 days after the event.*

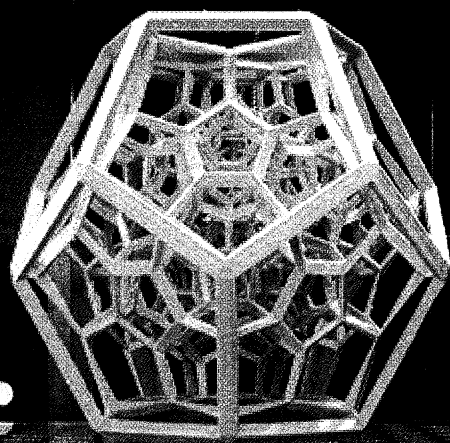
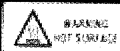
**All forms must have a Time Stamp and**

**staff initial:** **SK**

LN

10 SEP 25 10:23:02

# **3D Printing Workshop Hosted by Mad Scientist**



MakerBot

**Thursday, October 11th**

**3:00 PM - 4:20 PM**

**A-1 Lab**

**ASI**

**ASSOCIATED STUDENTS, INC.**  
THE ACTIVITIES AND PROGRAMS PRESENTED ARE NOT  
RESEARCHED THOSE OF ASSOCIATED STUDENTS, INC.

# STUDENT ORGANIZATION EVENT REGISTRATION FORM

COMPLETED



This form must be completed 10 business days prior to the event date. Reservations for on campus events will not be confirmed unless this form has been completed. No publicity may be distributed or posted online until this form has been submitted for off campus events or until the reservation confirmation process has been completed for on campus events. **Signatures must be completed in blue or black ink.**

NAME OF ORGANIZATION: Mad Scientist PHONE: [REDACTED] DATE: 9/25/18  
EVENT CONTACT NAME: [REDACTED] EMAIL: [REDACTED]  
NAME OF EVENT: 3D Printing Workshop LOCATION: A-1 ECST  
EVENT DATE: 10/11/18 BEGIN TIME: 3:00 PM END TIME: 4:20 PM ESTIMATED ATTENDANCE: 25

## TYPE OF ACTIVITY (THE UNIVERSITY'S GENERAL RELEASE WILL BE REQUIRED FOR CERTAIN EVENTS.)

- ☐ PROCEEDS TO BENEFIT ☒ EDUCATIONAL PROGRAM ☐ SPIRITUAL PROGRAM ☐ RECREATIONAL PROGRAM  
☐ DANCE/PARTY ☐ SOCIAL PROGRAM ☐ COMMUNITY SERVICE ☐ CONFERENCE/CONVENTION  
☐ OTHER: [REDACTED] ☐ SPEAKER/PANEL

## WILL YOUR EVENT INCLUDE ANY OF THE FOLLOWING? (PLEASE CHECK ALL THAT APPLY)

- ☐ SPORTS ACTIVITY OR COMPETITION ☐ BEACH/FOREST/PARK CLEAN-UP ☐ INTERNATIONAL TRAVEL  
☐ BONFIRE ☐ INDOOR/OUTDOOR COOKING ☐ DOMESTIC TRAVEL  
☐ AMPLIFIED SOUND ☐ ANIMALS

## PLEASE DESCRIBE THE EVENT BELOW (INCLUDE ALL ACTIVITIES):

Workshop to teach students how to 3D print and its purpose in the world of manufacturing.

## HOW WILL YOU MARKET THIS EVENT? (CHECK ALL THAT APPLY)

- ☐ PRINTED POSTCARDS ☒ PRINTED POSTERS/FLIERS ☐ SOCIAL MEDIA: [REDACTED] ☐ OTHER: [REDACTED]  
INCLUDE SITE & HANDLE

## WHO WILL BE INVITED? (CHECK ALL THAT APPLY):

- ☒ STUDENT ORG. MEMBERS ☐ CAL STATE LA COMMUNITY ☐ OTHER COLLEGES & UNIV. ☐ GENERAL PUBLIC ☐ GUEST LIST

Events intended for the general Cal State LA campus will be listed in the Student Organization Calendar of Events distributed in a bi-weekly email by the Center for Student Involvement. ☐ NO, I DO NOT WISH FOR MY EVENT TO BE POSTED.

## WILL THE EVENT HAVE AN ADMISSION CHARGE, REGISTRATION FEE, OR RAISE ANY PROCEEDS TO BENEFIT THE ORGANIZATION?

(If yes, please complete statement regarding proceeds to benefit transactions on the back of this form)

☒ NO ☐ YES

WILL A MOVIE BE SHOWN? ☒ NO ☐ YES (If yes, please attach written proof of viewing rights.)

WILL THE EVENT HAVE SECURITY? ☒ NO ☐ YES If yes, please explain [REDACTED]

WILL FOOD BE SERVED AT THE EVENT? ☒ NO ☐ YES

IF YES, WHO WILL PROVIDE THE FOOD? ☐ UNIVERSITY CATERING ☐ OTHER: [REDACTED]

A completed food permit is required for all on-campus events with food unless the food is provided by University Catering.

WILL ALCOHOL BE PRESENT AT THE EVENT? ☒ NO ☐ YES. Please attach a completed request to serve alcoholic beverages.

(This form may take up to two weeks for review and possible approval.)

WILL THE EVENT BE HELD IN A RESTAURANT/VENUE WHERE ALCOHOL IS AVAILABLE? ☒ NO ☐ YES Initials [REDACTED]

If so, please affirm organization members and guests will not consume alcohol.

PLEASE LIST 2 TIPS and SVPT TRAINED MEMBERS ON PAGE 2.

WILL OFF-CAMPUS MEDIA BE NOTIFIED ABOUT THE EVENT (NEWSPAPER, TV, RADIO, ETC.)? ☒ NO ☐ YES, PLEASE PROVIDE WHO WILL BE INVITED ON PAGE 2.

DOES THE STUDENT ORGANIZATION WANT TO PURCHASE SPECIAL EVENT INSURANCE FOR THIS EVENT? ☒ NO ☐ YES

Please be aware that student organization events are not covered for liability or other insurance by California State University, Los Angeles or the University-Student Union. Student organization officers or the advisor may be held personally liable. If the student organization would like to purchase Special Event Insurance for a particular event, please contact CSI.

BY: OM

## STATEMENT REGARDING PROCEEDS TO BENEFIT TRANSACTIONS

As officers of this recognized student organization at Cal State LA, we affirm that all proceeds raised or assets assigned will be used solely for the benefit of the organization as a whole. Further, it is affirmed that no proceeds or assets of this organizations will accrue to the benefit of any officer, member, or any private person. We also affirm that all proceeds transactions for this event will comply with all University policies and procedures including but not limited to ICSUAM Policy 3141.01 and the Cal State LA Student Organization Funds Administration Policy. **Describe the admission charge, registration, participation fee, or any proceeds that will be raised to benefit the organization. Please include how much the organization will be charging for any of these proceeds.**

N/A

PRESIDENT: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
TREASURER: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
U-SU STUDENT ORGANIZATION ACCOUNT #: \_\_\_\_\_ or ☐ APPROVED EXEMPT STATUS: CSI VERIFICATION ☐

## EVENT GUIDELINES

The following guidelines are provided for the benefit of the student organization. They are intended to be followed completely. Failure to comply with any of the following guidelines may result in disciplinary action taken against the organization including suspension of recognition, events and use of facilities. More information can be found online in the Student Organization Handbook.

- CONDUCT:** The organization assumes full responsibility for the conduct of participants at the event. Any violation of University policy may subject the participants and/or the organization to disciplinary action by the Center for Student Involvement or Student Conduct.
- ALCOHOL:** In accordance with Administrative Procedure 019 - Alcoholic Beverages, any event (on or off campus) that involves the consumption of alcoholic beverages requires authorization from the University. Your organization must complete and submit a Request to Serve Alcoholic Beverages form in addition to this Event Registration Form. Please allow at least 3 weeks for this form to be reviewed by the University. Approved alcohol consumption events and events held where alcohol is available (but will not be consumed) require at least two TIPS certified members and two Sexual Violence Prevention & Resources Trained (SVPT) members to be in attendance of the entire event. Additional guidelines may be enforced.
- PUBLICITY:** All publicity material must comply with University Administrative Procedures AP P003 and AP P007. All printed marketing to be used for marketing registered events are required to be stamped by CSI prior to their approved posting. Stamps can be obtained after the event has been registered. All printed material may be posted for up to a period of fourteen (14) calendar days. For student organizations, the "POSTING VALID THRU \_\_\_\_" stamp must be clearly visible on the face of the posting.
- GENERAL RELEASE:** If your event will require the use of general release waivers prior to organization member and guest participation, your organization is required to comply with all instructions provided by CSI, including submitting all completed forms and requested documents.

MY SIGNATURE BELOW INDICATES THAT I WILL TAKE RESPONSIBILITY TO ENSURE THAT THE EVENT WHICH MY ORGANIZATION IS SPONSORING WILL FOLLOW ALL GUIDELINES SET FORTH BY THE UNIVERSITY. I ACKNOWLEDGE THAT THIS EVENT AND ANY ASSOCIATED EVENT SPACE RESERVATIONS MAY BE SUBJECT TO CANCELLATION BASED ON MY ORGANIZATION'S RECOGNITION STATUS.

STUDENT ORG. OFFICER'S NAME

SIGNATURE (PLEASE USE BLUE OR BLACK INK ONLY)

DATE:

ADVISOR'S NAME

*Samuel E. Landshy*

9/25/18  
9/24/2018

## ACKNOWLEDGMENT - FOR OFFICE USE ONLY

CENTER FOR STUDENT INVOLVEMENT (U-SU 204)

SIGNATURE:

DATE:

CSI VERIFIES THE ORG. IS RECOGNIZED BY THE UNIVERSITY

*Clu Br*

9.25.18

ASSISTANT DEAN OF STUDENTS: WELLNESS & ENGAGEMENT

GENERAL RELEASE REQUIRED FOR ALL PARTICIPANTS? ☐ NO ☐ YES DATE REQUIRED: \_\_\_\_\_

### NOTIFICATIONS:

☐ PUBLIC AFFAIRS DATE: \_\_\_\_\_

☐ ATHLETICS DATE: \_\_\_\_\_

☐ DEPT. OF PUBLIC SAFETY DATE: \_\_\_\_\_

☐ FACILITIES USE COORDINATOR DATE: \_\_\_\_\_

☐ OTHER: \_\_\_\_\_ DATE: \_\_\_\_\_

☐ U-SU BUSINESS OFFICE DATE: \_\_\_\_\_

NOTES OR UPDATES: (TIPS-CERTIFIED/SVPT TRAINED MEMBERS, SOCIAL MEDIA SITES/HANDLES, INVITED MEDIA, ADDITIONAL INFORMATION/REQUIREMENTS)

# Checkout (11 items)



**1 Shipping address** Jonathan Mendoza [Change](#)  
862 S CATALINA ST APT 202  
LOS ANGELES, CA 90005-1974  
 Or FREE Pickup from Amazon@USCVillage

**2 Payment method** Visa ending in 9871 [Change](#)  
Billing address: Same as shipping address.  
Add a gift card or promotion code

## 3 Review items and shipping

Want to save time on your next order and go directly to this step when checking out?

☐ Check this box to save your delivery and billing preferences.

Make the most out of your Prime membership and get \$5 towards your Prime Now order

Choose FREE No-Rush shipping and receive a \$5 reward towards your next purchase on [www.primenow.com](http://www.primenow.com) or the Prime Now app. Ultra-fast delivery, from morning to night.

**Guaranteed delivery date: Sept. 26, 2018** If you order in the next 11 hours and 25 minutes (Details)

Items shipped from Amazon.com

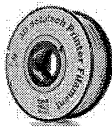


**Proto-pasta FEP11705**  
**Rustable Magnetic Iron Spool**  
**, PLA 1.75 mm, 500 g , Gray**  
\$39.64

Qty: 1

Sold by: Amazon.com Services, Inc

and see other gift options



**3D Solutech Silver Metal 3D**  
**Printer PLA Filament 1.75MM**  
**Filament, Dimensional**  
**Accuracy +/- 0.03 mm, 2.2**  
**LBS (1.0KG) - 100% USA**  
\$15.99

Qty: 1

Sold by: Amazon.com Services, Inc

and see other gift options



**3D Printer Nozzle Cleaning Kit**  
**- 0.4mm Needles and**  
**Tweezers Toolkit - Stainless**  
**Steel Nozzle Cleaning Tool Kit**  
**- Alternative for 0.4mm Drill**  
**Bits for 3D Printer - Set of 11**  
\$11.99

Qty: 1

Sold by: Springdale

and see other gift options

Choose your Prime delivery option:

☐ Tuesday, Sept. 25 - Wednesday, Sept. 26

\$24.96 - One-Day Shipping

☒ Wednesday, Sept. 26

FREE Two-Day Shipping

☐ Tuesday, Oct. 2

FREE No-Rush Shipping

Get a \$5 reward for Prime Now. Details

By placing your order, you agree to Amazon's privacy notice and conditions of use.

## Order Summary

Items (11):	\$282.71
Shipping & handling:	\$0.00
Total before tax:	\$282.71
Estimated tax to be collected*:	\$15.84

**Order total:** **\$298.55**

How are shipping costs calculated?

Prime shipping benefits have been applied to your order. (Why aren't all my items eligible?)



**Proto-pasta CDP11705**  
**Electrically Conductive**  
**Carbon Spool, PLA Composite**  
**1.75 mm, 500 g, Black**  
**\$47.52**

Qty: 1

Sold by: Amazon.com Services,  
Inc

[Add a gift receipt](#)

and see other gift options



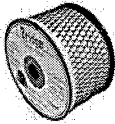
**Get a \$70 Amazon.com Gift Card instantly**

upon approval for the Amazon Prime Rewards Visa Card.

[Apply now](#)

**Estimated delivery: Sept. 28, 2018 - Oct. 3, 2018**

Items shipped from 3DMakerWorld



**Filabot TB1 Taulman BRIDGE**  
**Filament, 1.75 mm, White**  
**\$24.00**

Qty: 1

Sold by: 3DMakerWorld  
Only 5 left in stock.

Gift options not available.

**Choose a delivery option:**

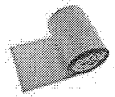
- ☐ **Wednesday, Sept. 26 - Monday, Oct. 1**  
\$8.70 - Expedited Shipping
- ☐ **Friday, Sept. 28 - Wednesday, Oct. 3**  
\$5.20 - Standard Shipping
- ☒ **Friday, Sept. 28 - Wednesday, Oct. 3**  
FREE Economy Shipping

**Jonathan Mendoza, get this item TOMORROW with FREE delivery.**

Choose the "FREE One-Day Shipping" option below to receive your shipment tomorrow by 9PM.

**Guaranteed delivery date: Sept. 26, 2018** If you order in the next 11 hours and 25 minutes (Details)

Items shipped from Amazon.com



**1 Roll 6" inch WIDE 3D**  
**Printing Made In USA PRO**  
**Grade Blue Painters Tape**  
**Masking Clean Release Easy**  
**Removal NO RESIDUE**  
**(144MM x 55M 5.7 inch). 3D**  
**Printer bed grip deck cover 3D**  
**Prints Removal 60 Yd**  
**\$27.95**

Qty: 1

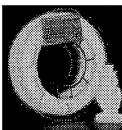
Sold by: 3rd Venue  
Only 2 left in stock.

[Add a gift receipt](#)

and see other gift options

**Choose your Prime delivery option:**

- ☐ **Tuesday, Sept. 25**  
FREE One-Day Shipping
  - ☒ **Wednesday, Sept. 26**  
FREE Two-Day Shipping
  - ☐ **Tuesday, Oct. 2**  
FREE No-Rush Shipping
- Get a \$5 reward for Prime Now. Details



**AMOLEN 3D Printer Filament,**  
**Glow in the Dark Blue PLA**  
**Filament 1.75mm +/- 0.03**  
**mm, 200G(0.44lb), includes**  
**Sample Fluorescent Orange**  
**Filament - 100% USA**  
**\$10.99**

Qty: 1

Sold by: Amolen Tech

[Add a gift receipt](#)

and see other gift options



**AMOLEN 3D Printer Filament,**  
**Glow in the Dark Green PLA**  
**Filament 1.75mm +/- 0.03**  
**mm, 200G/0.44lb, includes**

**Sample Shining Purple  
Filament - 100% USA**

\$12.99

Qty: 1

Sold by: Amolen Tech

[Add a gift receipt](#)

and see other gift options



**ZIRO 3D Printer Filament  
Carbon Fiber PLA 1.75mm  
0.8KG Spool - Black**

\$27.99

Qty: 1

Sold by: ZIRO 3D

[Add a gift receipt](#)

and see other gift options



**SainSmart Black Flexible TPU  
3D Printing Filament, 1.75  
mm, 0.8 kg, Dimensional  
Accuracy +/- 0.05 mm**

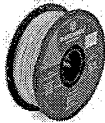
\$30.99

Qty: 1

Sold by: Amazon.com Services,  
Inc

[Add a gift receipt](#)

and see other gift options



**HATCHBOX 3D Printer  
Filament, Dimensional  
Accuracy +/- 0.03mm, 1.75  
mm, 1 kg Spool, Wood**

\$32.66

Qty: 1

Sold by: Amazon.com Services,  
Inc

[Add a gift receipt](#)

and see other gift options

[Place your order](#)

**Order total: \$298.55**

By placing your order, you agree to Amazon.com's privacy notice and conditions of use.

\*Why has sales tax been applied? See tax and seller information.

Need help? Check our Help pages or contact us

For an item sold by Amazon.com: When you click the "Place your order" button, we'll send you an email message acknowledging receipt of your order. Your contract to purchase an item will not be complete until we send you an email notifying you that the item has been shipped.

Important information about sales tax you may owe in your state

You may return new, unopened merchandise in original condition within 30 days of delivery. Exceptions and restrictions apply. See Amazon.com's Returns Policy.

Need to add more items to your order? Continue shopping on the Amazon.com homepage.

[Newsletter \(/newsletter\)](/newsletter)[jmend139@calstatela.edu ▼](#)[Cart \(/cart\)](/cart)[Home \(/\)](#) / [Checkout \(/checkout\)](/checkout) / [Review and payment \(/checkout/review-and-payment\)](/checkout/review-and-payment)

# Review and Payment

## ☐ BILLING ADDRESS [EDIT \(/CHECKOUT/BILLING-ADDRESS\)](/CHECKOUT/BILLING-ADDRESS)

Jonathan Mendoza  
862 S Catalina St Apt 202  
Los Angeles, CA 90005  
United States

## ☐ SHIPPING ADDRESS [EDIT \(/CHECKOUT/SHIPPING-ADDRESS\)](/CHECKOUT/SHIPPING-ADDRESS)

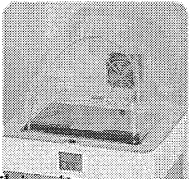
Jonathan Mendoza  
862 S Catalina St Apt 202  
Los Angeles, CA 90005  
United States

## ☐ SHIPPING METHOD [EDIT \(/CHECKOUT/SHIPPING-METHOD\)](/CHECKOUT/SHIPPING-METHOD)

UPS Ground

## ☐ REVIEW AND PAYMENT

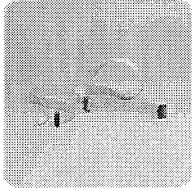
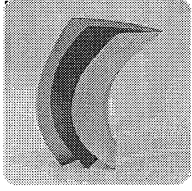
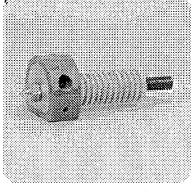
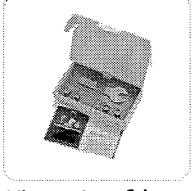
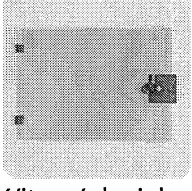
In progress

Item	Qty	Price	Subtotal
 <b>CB Plus, CB 2, PETG dome cover for Craftbots plus, 2</b> <a href="/item/craftbot2-petg-dome-cover">(/item/craftbot2-petg-dome-cover)</a> Cover for CraftBot Plus and CraftBot 2 3D printer	1	\$150.00 USD	\$150.00 USD

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[Accept](#) [Details](#)



Item	Qty	Price	Subtotal
 <b>CB Plus HMI, LCD cable (/item/craftbot-lcd-cable)</b> Works with both the CraftBot PLUS and the original CraftBot. (/item/craftbot-	1	\$10.00 USD	\$10.00 USD
 <b>CB Plus, CB 2, Kapton sheets pack (/item/craftbot-kapton-sheets)</b> 3 pieces thick and durable kapton sheets for CraftBot and CraftBot PLUS 3D printers. (/item/craftbot-	2	\$19.00 USD	\$38.00 USD
 <b>CB Plus, CB2, XL, Hot end (/item/craftbot-hot-end-with-peek-and-nozzle)</b> Assembled hot end with PEEK and nozzle for CraftBot and CraftBot PLUS 3D printers. (/item/craftbot-	1	\$49.00 USD	\$49.00 USD
 <b>CB Nozzle Kit for CraftBot (/item/craftbot-nozzle-kit)</b> MK8 nozzle kit for all CraftBot 3D printers. (/item/craftbot-	1	\$25.00 USD	\$25.00 USD
 <b>CB Plus CB 2, Plexiglass door for CraftBot Plus and CraftBot 2 3D printers. (/item/plexiglass-door-for-craftbot-plus-and-craftbot-2)</b> Plexiglass door for CraftBot Plus and CraftBot 2 3D printers. (/item/plexiglass-	1	\$45.00 USD	\$45.00 USD

door-for-craftbot-plus-and-craftbot-2)

<b>+</b>	Cart total	\$317.00 USD
<b>-</b>	Discount	\$0.00 USD
<b>+</b>	TAX 0%	\$0.00 USD
This site uses cookies to improve your experience. By continuing to use this site you are giving consent to cookies being used.		
	Shipping cost	\$50.83 USD
<b>Order Total</b>		<b>\$367.83 USD</b>

[Accept](#)
[Details](#)