



2024-2025 ICC/Club Budget Request

for Special Allocations

12/20/2024

For ICC use only
Qtr: F W S

Club Name: Competitive Programming Club

Name: Charles Chang

Signature Charles Chang

Phone: 6503050963

Email: DeAnzacpc@gmail.com

- Club Account Number: #44-4593
- Current Club Account Balance (Attach a copy of club account #44-XXXX) \$ 92.87
- Event /Date/Location Speaker event/Wednesday, May 7th/ ATC 312

4. FUNDS WILL BE USED BY THIS DATE: 6/18/25 (Officer Use Only)

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

One box of Exbo markers an pens. One \$20 table cloth. 70 full sized 8 in by 12 in full colored flyers=\$56. 20 NFC cards with custom design = \$10.

Exbo markers = \$8

Flyers =\$56

Sales tax: 3.18

Object Codes	Club Requested Amount	ICC Agenda Recommendation
6. Supplies (4010)	6.\$ <u>29</u>	\$ _____
7. Promotional (4013, Banner)	7. \$ _____	\$ _____
8. Printing (4060)	8. \$ <u>56</u>	\$ _____
9. Technical & Professional Services (5214) Security, Clean Up, Speaker(s), Entertainment	9.\$ <u>11</u>	\$ _____
10. Equipment Rental (5310)	10 \$ <u>0</u>	\$ _____
11. Advertisement (5745, Facebook Ad)	11 \$ <u>0</u>	\$ _____
12. Web Site Support/Insurance (5922)	12 \$ <u>20</u>	\$ _____
13. Grand total of items 6 – 12	Total: \$ <u>107</u>	\$ _____

Budget form will only be considered with these authorized signatures

15. <u>Co-President</u> Officer Title ((Co) President)	<u>Charles Chang</u> Name	<u>Charles Chang</u> Signature	<u>6503050963</u> Phone
16. <u>Treasurer</u> Officer Title (VP or Treasurer)	<u>Jaden Schweigert</u> Name	<u>Jaden</u> Signature	<u>408-472-7441</u> Phone
17. <u>Professor</u> Club Advisor	<u>Manish Geol</u> Name	<u>[Signature]</u> Signature	<u>x8996</u> 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
 - Attach the design of the banner.
- Printing does not excess \$ 250.00 and Club may not buy prepaid printing cards.
 - Printing materials will state "Funded by ICC"
- One speaker does not excess \$ 300.00, and total speakers do not excess \$ 800.00
- One entertainment performer does not excess \$ 300.00, and total performers do not excess \$ 800.00
- The total amount requested this time does not excess \$ 800.00
- 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.