

Budget Request: EWU Downtown Student Gallery S&A 2018-2019 Budget Request (300265)

Budget	EWU Downtown Student Gallery S&A 2018-2019 Budget Request (300265)
Request ID	BR0645692
Organization	EWU Downtown Student Gallery
Budget Period	FY2019 (July 2018 to June 2019)
Date Submitted	1/8/18 8:34 am
Submitted By	Elizabeth Baker ebaker@ewu.edu
Status	Pending
Total Requested	\$70,080.00

Program Assistant Position (Currently unfilled) (1. Wages and Benefits (600))

No.	Line Item	Requested
1	600 Wages and Benefits - Classified Staff	\$48,080.00
	Totals:	\$48,080.00

Program Assistant Position (Currently unfilled) Summary

This would be a new position for the gallery. This position would be responsible for assisting with the organizing and installation of gallery exhibitions, development of marketing materials, oversee student employee daily job duties, serve as a liaison between EWU students, faculty, staff, and community members, assist the gallery manager with programming events and office management. Provide students, staff, program participants and/or the public with information and interpretation of policies and activities related to the Gallery.

Student Salaries (1. Wages and Benefits (600))

No.	Line Item	Requested
1	600 Wages and Benefits - Students	\$12,000.00
	Totals:	\$12,000.00

Student Salaries Summary

Funding provides salaries for two students from either, Visual Communication Design, Marketing, Business, or Art to provide support to the gallery manager and program assistant regarding social media, marketing design, gallery attendance, and data collection for assessment purposes. Both students are provided 10 hours per week

Gallery Expenses (2. Direct Expense (700))

No.	Line Item	Requested
1	700 Direct Expense - Marketing, Supplies	\$10,000.00
	Totals:	\$10,000.00

Gallery Expenses Summary

Direct Expenses include and are not limited to: marketing, supplies, shipping, speaking fees, program fees, and other fees associated with the gallery.

Documents

[EarlyMorningShots_Poster_1_week_Dec.pdf](#) - Elizabeth Baker (1/5/18 3:45 pm)
[Student Bazaar_102717.pdf](#) - Elizabeth Baker (1/5/18 3:45 pm)
[Song Silence_tabloid_Final_comp.pdf](#) - Elizabeth Baker (1/5/18 3:46 pm)
[Gail Poster_Final.pdf](#) - Elizabeth Baker (1/5/18 3:46 pm)
[Gallery Dates 2018-2019 - revised.docx](#) - Elizabeth Baker (1/8/18 8:34 am)