

Date: 10/30/2019

To: Johnny Maddon, BCSGA Director of Finance

From: Danyel Harris, Department Assistant

RE: TA100 & TA200 Expenditures

Mr. Maddon,

Please place agenda items for the following on the next BCSGA Finance Department Meeting:

AGENDA ITEM #1

Requesting \$10,000 from TA100 to pay 25% of van purchase. Van will be used for BCSGA Travel.

AGENDA ITEM #2

Requesting \$10,000 from TA200 to pay 25% of van purchase. Van will be used for Student Advocacy travel.

For informational purposes only:

The remaining 50% of the purchase will be paid from RP013 Hunger Free Allocation Budget and van will be used for all food pickups.

The van quote is attached.

Let me know if you need further clarification.