Engineers Without Borders USA- University of Minnesota (EWB-USA UMN)

Submission Date: January 24, 2014

Student Services Fee Request for the 2014 - 2015 Academic Year

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"We acknowledge that the Fee Committee does not award actual dollars, but rather a penny fee that earns dollars based upon student enrollment levels. Any differences between anticipated and actual income resulting from changes in enrollment are the responsibility of the student organization, not of the Fee Committee."

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Is your organization an IRS 501 (c) (3) not-for-profit? Yes
If yes, please provide proof of your organization’s 501(c) (3) status.

EWB-USA UMN has 501(c) (3) status through our national organization, Engineers Without Borders-USA. The Federal Identification Number of EWB-USA is 84-1589324. Learn more at www.ewb-usa.org

Funds are being requested for (check all that apply):

General Operating Support: X
Start-Up Costs:
Capital:

Project / Program Support: X
Technical Assistance:
Other (List):

Budget

- SSF Dollar Amount Requested
  $ 7,988.00

- Total Annual Organization Budget
  $ 83,861.00

- Total Program Budget (apart from General Operating)
  $ 81,966.00
Section 1: Narrative

Mission of EWB-USA UMN
Our mission is to collaborate with communities around the world in order to improve their quality of life and provide for their basic needs through the implementation of environmentally and economically sustainable engineering projects. We strive to uphold and advance our principles for international responsibility and look forward to applying the experiences we gain in our future careers.

History of EWB-USA UMN
Engineers Without Borders at the University of Minnesota (EWB-USA UMN) is a student-led Campus Life Program celebrating our ninth anniversary. Since its inception in January 2005, EWB-USA UMN has grown into one of the largest and most respected Engineers Without Borders chapters in the world. EWB-USA UMN encourages students from a variety of disciplines to collaborate on international humanitarian development initiatives. Students involved in EWB-USA UMN meet throughout the school year to research, design, and discuss possible engineering projects for improving the quality of life in our partnering communities. Thus far, EWB-USA UMN has sent teams of students over school breaks a total of twelve international projects and one local project. In fact, this summer, a team of students from EWB-USA UMN travelled to Uganda to implement household rainwater harvesting systems as well as convert a set of latrines to showers. One of EWB-USA UMN’s other projects travelled later in the summer to implement a dam and ram pump repair. There are plans to continue working in Uganda and Guatemala as well as to begin work in Bolivia.

Each international project includes four components:
- Project background and research (8-12 weeks)
- Health and site assessment for five year plan (1-2 weeks)
- Project conception, research, and design (32-44 weeks)
- Project implementation (2-6 weeks)

Past Project Implementations
Our chapter remains committed to implementations conducted upward of 5 years ago, ensuring that past projects are continuing to work, and that the community is educated on the use and maintenance of the implemented solution. Some stand-out implementations from previous years include the following:

Chuwi Tinami, Guatemala-January 2007: Partnering with the Long Way Home organization, EWB-USA UMN’s first international project developed a water supply system in an ecological community park for a city of 20,000 residents. The system is robust and has allowed the community to advance and pursue projects that require clean water. During the project, EWB-USA UMN students participated in local events, became immersed in rural Mayan culture, and developed a lasting relationship with Chuwi Tinamit.

Amponsah Akroase, Ghana-August 2007: In conjunction with the African Resources Center and a capstone design team in the Civil Engineering Department at the University of Minnesota, EWB-USA UMN was able to bring sustainable water to a school of 900 children as well as to the neighboring village in Amponsah Akroase. After the team created the initial design, six students traveled to Ghana along with a project mentor to construct the system. After twelve days in Ghana, the team left a solar-powered, submersible pump system that will provide clean water for over a thousand Ghanaians for years.

Mulobere, Uganda-June 2008: Alongside Uganda Rural Fund, six EWB-USA UMN students and two professional mentors traveled to Uganda in June 2008 to construct our designs for water and sanitation systems for the Hope Integrated Academy, a secondary
school, community center, computer center, and community library in rural Uganda. During their stay, the group implemented rainwater harvesting with collection, storage, and distribution systems. In addition, a dry composting ecological sanitation toilet design with hand washing was installed to adequately serve the school and protect the environment while providing soil fertility through safe composting.

Simajhuleu, Guatemala-August 2009: As a continuation of the partnership with the Long Way Home organization, EWB-USA UMN began working on another water system in Guatemala. In Simajhuleu, the drinking water is piped from distant mountain springs to the villagers. Inadequate water pressure and water flow, leaks, and frequent contamination mired the water distribution system. In August 2009, EWB-USA UMN and the Minnesota Professional Chapter of EWB partnered to build a rainwater harvesting system and a 140,000-liter water storage tank. This project ensures that all school-age children are guaranteed a continuous supply of water.

Mulobere, Uganda-August 2009: In August 2009, EWB-USA UMN returned to the Hope Integrated Academy to increase the water supply. The Academy had experienced an influx of students due to the continued success and functionality of the projects implemented by EWB-USA UMN. To meet the increased water demand, EWB-USA UMN drilled a groundwater well and installed a solar-powered pump and water storage system. The team also distributed 1,000 mosquito nets to combat malaria as part of an ongoing public health initiative.

St. Paul, Minnesota, United States-Autumn 2009: EWB-USA UMN has encountered need not only abroad but at home. In an effort to assist low-income household in Minnesota, EWB-USA UMN started an energy efficiency project. EWB-USA UMN made energy-conserving improvements to a low-income home in St. Paul.

Mulobere, Uganda-June 2010: In the summer of 2010, EWB-USA UMN implemented a low cost drip irrigation system and a high efficiency cooking stove project for the community surrounding Hope Integrated Academy. By linking a Ugandan drip tape supplier and a Ugandan stove manufacturer with the community, EWB-USA UMN demonstrated a market for drip irrigation and high efficiency stoves and created a link between local manufacturers of appropriate and sustainable technology with a community in need. To verify the viability of the stove project, EWB-USA UMN performed testing throughout the summer on the high efficiency stoves’ fuel consumption, heat output, exhaust composition and particulate level. EWB-USA UMN also educated students of Hope Integrated Academy, using the train-the-trainer model, to teach the community about indoor air pollution, high efficiency stoves and high efficiency stove maintenance.

Simajhuleu, Guatemala-2010: During three assessment trips, EWB-USA UMN continued gathering data to revamp, repair, and replace a gravity powered water distribution system for Simajhuleu. This data has been used to construct a hydrostatic model that has been used to design and test a system that accomplishes our two main goals. These two goals are to distribute clean water throughout the village equitably and to alleviate the pressure spikes that cause leaks. The design was completed, but changes in local government made implementation impossible. We look forward to continuing our relationship with Simajhuleu in the future.

Agua Caliente, Guatemala-2012: During the month of March, four EWB-USA UMN students took an assessment trip to this community of 240 families to conduct an assessment for irrigation water demand, a farm survey, a dam safety assessment, and general health and community surveying. During the assessment, it was determined that at least two of the dams were in critical condition. The group decided to focus on the dam most in need of repair for their next project.

Bugonzi, Uganda-2012: In May-June, after working hard to design a rainwater harvesting system, EWB-USA UMN sent a team of 8 students and three mentors to Uganda to construct the system in partnership with the community of Bugonzi. The design consists of two concrete masonry block tanks, one of size 13’ x 13’ and another of 26’ x 20’ with a plastic gutter and PVC piping
system to funnel water from several separate roofs into the two tanks. The system is designed for a storage capacity of >100,000 liters of fresh water for the two dry seasons, as well as provide fresh water during the wet season. After 28 days of work the team successfully completed the system.

Bugonzi, Uganda-2013: In January, a team of six students and one mentor returned to Bugonzi and again partnered with URF and the surrounding community to put the finishing touches on the Bugonzi Primary School rainwater harvesting system. The project was successfully completed and officially turned over to the community. As part of the memorandum of understanding established with the community, EWB-USA UMN will continue to monitor the system for five years. Two of the students travelled to collect the necessary data to start building rainwater harvesting systems on a household scale, beginning in summer 2013.

Bugonzi, Uganda-2013: In May, a team of 7 students and 3 professional mentors travelled to Bugonzi to implement a Household Rainwater Harvesting System. Similar to the system built for the school it will provide enough water for an individual home to have water throughout the dry season. This system was implemented on two home and the construction was taught to a local entrepreneur to expand the project after UMN students left the community.

Agua Caliente, Guatemala-2013: In August, EWB-USA UMN students followed up on the assessment trip taken the previous March to implement a repair on one of the community’s dams. With the help of 18 students and 3 professional mentors a water bypass system was safely installed and the dam was reinforced to prevent overtopping or complete dam failure. In addition, rip-rap was added to the sides of the riverbank to prevent erosion and improve the longevity of the dam. Some assessment work was also completed with the community of Simajhuleu to revisit a past project that had been put on hold.

Organizational Relationships of EWB-USA UMN
Engineers Without Borders- University of Minnesota Chapter (EWB-USA UMN) is one of almost 300 student and professional chapters from around the country guided by the national organization, Engineers Without Borders-USA (EWB-USA). Providing oversight, EWB-USA helps chapters generate projects that are feasible, appropriate, and in accordance with the mission of EWB. The national chapter establishes regulations and policies that encourage top-notch development work, but the duties of chapter governance lie solely with EWB-USA UMN. To assist us in chapter governance, we work with the Department of Civil Engineering. The Department of Civil Engineering provides our faculty advisors, and its accountants collaborate with our finance officer to maintain accurate accounts. Additionally, EWB-USA UMN’s executive officers correspond regularly with the development officers within the College of Science and Engineering Dean’s Office to pinpoint funding opportunities. EWB-USA UMN also works closely with the Minnesota Professional Chapter of EWB. In the past, the student and professional chapters have coordinated projects in Guatemala and Honduras in order to more effectively design and implement projects.

The Benefits of EWB-USA UMN
The beneficiaries of EWB-USA UMN’s work include the student members, University of Minnesota community, and the partnering communities across the globe. Essentially, the needs of our partnering communities fuel our student members to strive for greater achievements in engineering, development, and teamwork. As a direct result, student members are endowed with expanded mindsets and skill sets. These students not only apply these new abilities towards the benefit of our partner communities, but also towards their studies and future careers. In doing so, EWB-USA UMN members evince to future employers, alumni and the community at large a depth of education and experience that reflects positively on the University of Minnesota.

Students Benefit by...
Gaining first-hand experience applying academic knowledge to real world applications.
Learning unique and practical skills that cannot be gained in the classroom.
Generating a contact network with professors, fellow students, and industry professionals.
Enhancing leadership and teamwork skills.
Witnessing the richness of other cultures.
Glimpsing the lives of the less fortunate, while learning how to help effectively.

The University of Minnesota Benefits by...
Receiving positive publicity from EWB projects.
Building strong ties with industry leaders.
Generating a source of alumni pride.
Attracting civically engaged students recruited during outreach events at high schools.
Graduating students with theoretical and practical backgrounds.

Partnering Communities Benefit by...
Improving the quality of life for community members.
Generating a source of communal pride and dignity.
Inspiring future project undertakings.
Developing relationships with aid organizations for continuing collaborations.

Student Involvement in EWB-USA UMN
EWB-USA UMN is one of the few opportunities at the University of Minnesota where engineering students can apply their technical learning to solving real world problems with measurable impact. However, the name Engineers Without Borders is somewhat deceptive in that we are not all engineers. Due to the technical nature of our projects, we do require many engineers on any given team, but we firmly believe that projects are most successful when we draw upon expertise from a multitude of disciplines. EWB-USA UMN is open to any University of Minnesota student, and we occasionally have directed some of our outreach efforts towards recruiting students with skill sets we lack. For instance, in 2007-2008, we made an effort to reach out to the students of the College of Food, Agriculture and Natural Resource Sciences (CFANS) to obtain members with knowledge of agriculture and nutrition. This helped our organization tremendously in understanding the practices and priorities of the farmers with whom we worked, specifically in Haiti and Guatemala. Additionally, we have made efforts in the past to recruit members from Public Health to help us formulate health surveys and pinpoint areas of risk. Such students were instrumental in helping our Uganda team develop hand-washing stations and hygiene protocols for composting toilets. In the spring of 2010, the Outreach Committee of EWB-USA UMN hosted an event directed at recruiting business majors interested in fundraising, non-profit management, and micro-enterprise. Students of the humanities are also a constant recruitment target to help us improve cultural awareness, sensitivity practices, and documentation. We also constantly search for students fluent in languages native to our project locations. Members from any discipline can and do act as project members, outreach members, fundraisers, project leads, or officers. For the duties of each of these positions please consult the organizational structure section. Freshmen are also specifically targeted, so that they can gain the most experience as a part of our organization. This is done through biannual presentations to intro-level physics and chemistry classes. Internally, EWB-USA UMN gauges the size of its operations by the number of what we call Active Members. Active Members are those students who consistently attend at least one project or committee meeting per week. This is the bare minimum requirement and many of our members log hundreds of hours per year in service to our organization. In total for fall of 2013, EWB-USA UMN had 100 active members. This number fluctuates by year and by semester, based on student schedules and workload.

Section 2: Organizational Chart
The following diagram more visually details the structure of EWB-USA UMN. It should be noted that many students hold more than one role within the organization. Officers (roles in circles of light blue with a white border) do not generally overlap duties amongst themselves, although some officer duties may be transferred between roles during different year in order to better use
currently elected officer strengths. All active members fall in the “General Member” category, and the vast majority of our members serve as “Project Members” in addition to any other roles they desire to fulfill.
## Section 3: Performance Report

### EWB-USA UMN Events and Activities

<table>
<thead>
<tr>
<th>Event Type</th>
<th>Number of Meetings Per Year</th>
<th>EWB Members Per Meeting</th>
<th>Non-member Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Organizational Meetings</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Chapter</td>
<td>6</td>
<td>35</td>
<td>0-80</td>
</tr>
<tr>
<td>Administrative Board</td>
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<td>14</td>
<td></td>
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<tr>
<td>Faculty Meetings</td>
<td>13</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Pre-academic Year Meeting</td>
<td>1</td>
<td>20</td>
<td>2 (mentors)</td>
</tr>
<tr>
<td>Fundraising</td>
<td>13</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td><strong>Project Meetings</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bolivia</td>
<td>28</td>
<td>10</td>
<td>1 (mentor)</td>
</tr>
<tr>
<td>Uganda (Bugonzi/Kalisizo)</td>
<td>33</td>
<td>23</td>
<td>1 (mentor)</td>
</tr>
<tr>
<td>Guatemala (Agua Caliente/Simajhuleu)</td>
<td>33</td>
<td>20</td>
<td>2 (mentors)</td>
</tr>
<tr>
<td>Freshmen Leadership Board</td>
<td>26</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td><strong>International Project Trips</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Guatemala (March)</td>
<td>1</td>
<td>9</td>
<td>2 (mentors)</td>
</tr>
<tr>
<td>Uganda (January)</td>
<td>1</td>
<td>2</td>
<td>1 (mentor)</td>
</tr>
<tr>
<td>Uganda (July)</td>
<td>1</td>
<td>5</td>
<td>1 (mentor)</td>
</tr>
<tr>
<td><strong>Outreach and Fundraising Events</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CSE WW Student Organization Fair</td>
<td>1</td>
<td>2</td>
<td>500+</td>
</tr>
<tr>
<td>UMN at the State Fair Booth</td>
<td>1</td>
<td>4</td>
<td>300+</td>
</tr>
<tr>
<td>EWB-USA UMN Open House</td>
<td>2</td>
<td>5</td>
<td>30+</td>
</tr>
<tr>
<td>Lind Hall Open House</td>
<td>1</td>
<td>3</td>
<td>50+</td>
</tr>
<tr>
<td>CSE Student Organization Fair</td>
<td>2</td>
<td>4</td>
<td>50+</td>
</tr>
<tr>
<td>U of M Backstage Pass</td>
<td>1</td>
<td>2</td>
<td>200+</td>
</tr>
<tr>
<td>Math and Science Family Fun Fair</td>
<td>1</td>
<td>9</td>
<td>200+</td>
</tr>
<tr>
<td>Local Elementary/High School Outreach Presentations</td>
<td>5</td>
<td>4</td>
<td>80</td>
</tr>
<tr>
<td>Speaking to Rotaries, Companies, Civic Groups, etc.</td>
<td>12</td>
<td>4</td>
<td>10 to 30</td>
</tr>
<tr>
<td>U of M Paint the Bridge</td>
<td>1</td>
<td>2</td>
<td>All of campus!</td>
</tr>
<tr>
<td>CSE Expo</td>
<td>1</td>
<td>5</td>
<td>200+</td>
</tr>
<tr>
<td>Year End Campaign</td>
<td>1</td>
<td>30</td>
<td>212</td>
</tr>
<tr>
<td>Spring Fundraising Reception</td>
<td>1</td>
<td>25</td>
<td>50</td>
</tr>
<tr>
<td>Presentation for the President’s Emerging Scholars</td>
<td>1</td>
<td>2</td>
<td>200+</td>
</tr>
<tr>
<td>Tinkerer’s Ball, Adult Social Science Event</td>
<td>1</td>
<td>3</td>
<td>500+</td>
</tr>
<tr>
<td>Delano SciTech Showcase</td>
<td>1</td>
<td>4</td>
<td>200+</td>
</tr>
<tr>
<td><strong>Seminars/Conferences</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Midwest Conference</td>
<td>1</td>
<td>20</td>
<td>200+ (attendees)</td>
</tr>
</tbody>
</table>
EWB-USA UMN’s Survey Statistics

A membership survey was conducted with the members of the University of Minnesota chapter of Engineers Without Borders-USA. The survey was conducted anonymously over a period of two weeks at the end of 2012 in order to provide a high response rate. Members were given physical surveys during project and administration meetings. Since these surveys were given, membership has grown though distribution of membership has stayed relatively constant.

Number of returned surveys: 61
Average GPA of respondents: 3.576

The membership is quite varied in regards to chosen major in the College of Science and Engineering. Although EWB began in the Civil Engineering department of the University of Minnesota and initial membership was mostly civil engineers, the representation from the larger Mechanical Engineering department has exceeded that of the Civil Department in the past few years. “Other CSE Majors” includes statistics and aerospace engineering. Since these surveys were taken we have also seen an increase in non CSE majors joining EWB-USA UMN.
Freshmen are vital to the success of the chapter in the future since they will have had the most experience within the organization by the time they become juniors and seniors. With almost half of the chapter indicating that they are freshmen, EWB-USA UMN has a strong potential for leadership in the future. The Freshmen Leadership Board will help drive this potential by getting the freshmen acquainted with leadership positions early on, therefore making it more likely that they will remain active participants in the years to come.
A significant portion of EWB-USA UMN’s members have participated within the chapter after two semesters and are responsible for the chapter’s current success. Also, the peak that shows 11 people in their third semester within the chapter suggests at the success of the Freshmen Leadership Board, which was implemented last year with hopes of retaining freshmen past the first year. However, with most of the members in their first semester within the organization, more leadership potential exists, brightening the future for EWB-USA UMN.

EWB-USA UMN is a predominantly male organization but has significant contribution from females as well. The Class of 2016 for CSE is 28% female; with females constituting 36% of EWB-UMN USA, our organization is proud to be a promoter of female activity in the world of science and engineering.
The race breakdown for EWB-USA UMN roughly matches the race profile of the freshmen class, though it remains a mostly Caucasian organization. No specific effort has been made to increase the diversity within the chapter; however, EWB-USA UMN welcomes people of all races to join.

Despite being an organization based in the state of Minnesota, half of the members of EWB-USA UMN come from other states around the country. This adds to the diversity of the organization because the different backgrounds of the chapter’s members provide unique perspectives within the chapter’s project teams and leadership roles.
EWB’s Performance as an Organization and Campus Life Group

EWB-USA UMN’s members put extensive effort, time and resources into researching, testing, and designing a project before it is proposed for evaluation. The evaluation process is structured and rigorous. Once team members have completed thorough tests and models a proposal is constructed. The proposal passes through a series of stage-gate reviews by chapter officers, professional project mentors, and finally by our parent organization EWB-USA before implementation. Failure to pass a review requires the project to be reworked. Most projects fail to clear all internal hurdles on the first attempt, but upon submission to EWB-USA a robust and thoughtful design has been developed. EWB-USA UMN projects are particularly successful because of the intellectual vitality and general enthusiasm present in our members. The sort of work we engage in inspires students to excel academically and gives them the motivation to succeed.

We are one of the largest student chapters in the country and have been recognized in the press and honored with awards. We have been featured in the Minnesota Daily, Wake Student Newspaper, Pioneer Press, UMN News, Department of Civil Engineering magazine, IT’s Inventing Tomorrow, the Technolog, In These Times magazine, “M” magazine, Finance and Commerce magazine, Minnesota Groundwater Association newsletter, Crane Engineering Newsletter, URS newsletter, American Society of Civil Engineers Smartbrief, and even a story on Channel 11 news.

At this year’s Engineers Without Borders-USA 2013 Midwest Conference our student group was asked to lead a session on Continuity in Leadership due to our excellence in the organization. EWB-USA UMN also received the Premier Chapter award for overall excellence at the 2012 Midwest Conference, an honor EWB-USA UMN has now received three times from EWB-USA. Previously, in 2008, the chapter had received the EWB-USA Education Award for our sustainable solar-powered groundwater project at the Minnesota Academy in Ghana. In addition, implementations in Ghana (2007), Guatemala (2009), and Uganda (2010) have received prestigious Tony Digg’s Outstanding Service/Philanthropic Excellence Awards from Student Unions and Activities. Lastly, EWB-USA UMN won a grand prize in the Keen Footwear’s Stand for Competition for demonstrating ingenuity in plastics recycling, which funded an Appropriate Technology and Design Team (ATDT). ATDT won the Tony Digg’s Innovation Award in 2010. These publications and awards have assisted us in gaining recognition, attracting dedicated student members, finding project opportunities, and improving fundraising results.

Section 4: Reserve Accounts

As expected from any group with international projects, EWB-UMN spends large amounts often on just one implementation trip. For example, we implemented a rainwater harvesting system in Uganda in summer 2012 which cost nearly $40,000. In the next school year we went on a total of three implementation trips resulting in a total cost of over $60,000. All of this money comes from grants, external institutions, corporate funding, and private donors. No SSF money is spent abroad. The following chart shows the breakdown of our accounts as of 1/21/2014:

<table>
<thead>
<tr>
<th>Accounts</th>
<th>Purpose</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>University EFS-Admin</td>
<td>Administration Expenses</td>
<td>-$3,258.51</td>
</tr>
<tr>
<td>Foundation</td>
<td>Quasi-endowment/emergency funds</td>
<td>$208,677.40</td>
</tr>
<tr>
<td>EWB-USA</td>
<td>Required through national organization</td>
<td>$11,654.99</td>
</tr>
</tbody>
</table>

Purpose of the Accounts

Our accounts are organized largely by money source. The EWB-USA account is a mandatory account with our parent organization, EWB-USA, and it holds the donations our chapter receives through EWB-USA. We usually do not pull from this account for major implementation expenses.
General donations are placed in the Foundation account so that they are tax-deductible for the donors. Funds are transferred from the Foundation account to our University EFS-Admin account once a year. Otherwise, the Foundation account serves as a quasi-endowment in the hopes that this money will grow and sustain a lively future for Engineers Without Borders-USA UMN at the University. In addition, each project completed has a 5 year “insurance policy” mandated by EWB-USA. This means that EWB-USA UMN must have funds available to fix any unforeseen problems with any projects completed within the last 5 years. This account, though never needed for emergencies in the past, safeguards our 5 year commitment to our projects. The income source “Other” under programming expenses on the accompanying budget sheet lists the income from the endowment.

The University EFS-Admin account is where we spend the majority of our operating expenses. There are further divisions within this account to keep track of where money is spent. This account currently carries a negative balance as we cannot pay expenses directly out of the Foundation account however all donations go to the Foundation account initially. The Civil Engineering Department accountants help us manage our accounts on a volunteer basis and have recommended that we only transfer money from the Foundation account to the University Admin account once a year.

**Reasoning for Reserves**

In the budgeting excel document, we used the “long range planning reserves” portion to indicate the money we currently have in reserves that is designated towards a specific purpose as part of our international projects. This amount is based on expense estimates we foresee in upcoming implementations of our work internationally; this includes airfare, lodging, medical supplies, and other materials that are pertinent to the efficient and timely implementation of project plans. All of this money is derived from external grants, corporate funding, and individual donations. SSF money plays no part in these calculations; it is presented for clarity. A breakdown of the long range planning reserves number for 2014-2015 is below:

<table>
<thead>
<tr>
<th>Guatemala</th>
<th>Uganda</th>
<th>Bolivia</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$55,000</td>
<td>$50,000</td>
<td>$30,000</td>
<td>$140,000</td>
</tr>
</tbody>
</table>

It is important to note that the long range planning reserves are not spent every year. In fact, we as an organization prefer that each year’s fundraising cover the expenses of our projects that year. We still plan ahead with our long range planning reserves because fundraising income can be difficult to predict. Money in our long range planning reserves that is not spent on projects carries over to the next year. This carries a significant impact on our budget document. Because the long range planning reserves are included in the income section of the document, the budget spreadsheet interprets our long range planning reserves as yearly income, rather than funds that are held in our bank accounts yearly. Thus the “Difference (Income less Expense)” category reads very large values that grow each year, even though this is not a true representation of our budget.

On the same budgeting document, we used the “operational reserves” portion to indicate the amount of money we should have in our accounts should all of our international projects fail simultaneously. For every EWB-USA UMN international project, we commit in contract to support and monitor our implementations for five years following implementation, should any design failures occur. The purpose of these reserves is to have sufficient funding on hand for our international operations to be sustained in spite of any trouble with former projects. Estimates are based on size of the project (larger projects are more likely to have more expensive problems).
For the 2014-2015, we expect to see no change in our “operational reserves” as we will add a costly ram pump implementation in Guatemala as well as see an increase in the Uganda: Household Rainwater Harvesting project but will no longer be within five years of the Uganda: Groundwater and Sanitation or the Guatemala: Rainwater Harvesting projects and therefore no longer liable for failures. The resulting estimates follow:

Operational Reserves 2014-2015

<table>
<thead>
<tr>
<th></th>
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Should nothing ever fail with our projects- or all of our reserve money not be required for some other reason- the money saved here goes towards investment in a new project. Nothing has been stockpiled; rather our accounts are slowly growing in proportion to our commitments. Because we project the potential for fewer commitments following the 2014-2015 fiscal year but observe an increase in extent and cost of new projects, the operational reserves will not change for 2014-2015 however additional implementations may occur causing this situation to change. These changes in required reserves are absorbed through external fundraising each year.

Lastly, our operational and long-term planning reserves do not hold any Student Services Fees dollars. Student Services Fees money is strictly spent on campus events, while our savings are strictly for our international projects for which we receive separate funding. We provide these in-depth breakdowns to help explain why EWB-USA UMN needs to have such amounts on hand. While most of our work is international, we are requesting a proportionally low percentage of our budget for our on-campus activities; we use this money to recruit and engage students at the University in engineering and humanitarian interests abroad, while we also spend a small amount on promoting in the University in the Twin Cities area.

Section 5: Fees Request

In 2014-2015, EWB-USA UMN will continue to grow our international development programs, while also increasing our on-campus presence with the growth of our Freshmen Leadership Board as well as our Uganda, Guatemala, and Bolivia project groups. The growth of these programs shows EWB-USA UMN has the ability to continue expanding and offering more experiences to students.

EWB-USA UMN delivers an experience to students that cannot be found in most student groups; the chance to make a lasting impact on lives around the world, and in doing so, grow as a person, leader, citizen, and student. Our work generates great publicity for the University, thus elevating the prestige of the University and its students. Our chapter has been recognized locally, regionally, and nationally through various awards and articles. Due to the success of EWB-USA UMN as a student group and the positive impact on the publicity for the University, EWB-USA UMN feels the University Student Services Fees would be utilized effectively and appropriately if allotted to the organization in the amount requested.
For the 2014-2015 academic year, EWB-USA UMN requests $7988.00 of support from Student Services Fees. This is the amount the organization realistically plans to spend on campus events, hosting guests, outreach, membership, office upkeep, and other expenses as a student group at the University. EWB-USA UMN’s request for the 2014-2015 year is slightly higher than the request for 2013-2014. After major cuts were made from the 2012-2013 to 2013-2014 request, EWB-USA UMN was at an appropriate level of funding for the 2013-2014 level of operation. Due to growth of the student group and plans for increased opportunities to engage members EWB-USA UMN has increased the amount of support we are asking Student Services Fees to provide. This slight increase will more deeply stimulate the growth of members and ensure EWB-USA UMN’s ability to support the number of students we will be serving in the coming year.

Summer Operations
In the summer of 2015, the EWB-USA UMN office will be open for student members who remain near campus. In addition to performing a few outreach events like presenting to companies and rotaries and hosting an informational booth at the state fair, management of our chapter will reduce to a project by project basis dependent on which members from the projects are present over the summer. Most projects continue to hold regular meetings through Skype for students not on campus. Remaining member of the chapter will focus on planning for new programming ideas for when students return to school in the fall. Overall operations will be near 60%.

Section 6: External Funding
EWB-USA UMN works to utilize all funding opportunities available to us. The support requested from Student Services Fees is sufficient to fund ongoing yearly events as well as materials needed to keep the organization running. EWB-USA UMN regularly submit grants to Student Unions and Activities in order to host new events as well as events our Freshmen Leadership Board plans to help them engage with the campus community. We also work to use these grants to further supplement our ongoing operations to keep our Student Services Fees request as low as possible.

In addition to Student Unions and Activities grants, our organization regularly makes use of grants offered by the College of Science and Engineering, EWB-USA, the Central Africa Fund, Ingersoll Rand, MCEA, NCEES, the Terracon Foundation, surrounding co-ops, and any other grants EWB-USA UMN qualifies for. We give presentations at local rotaries, companies and corporations resulting in donations to EWB-USA UMN and reach out to individual sponsors and alumni to secure further funding. Due to the incredible success of our chapter, the money raised through these efforts is used exclusively to allow us to help the communities we serve. Each year, all funds raised through these sources are used to travel to the countries we contract with and improve their quality of life.

Because of the extreme financial need to fulfill our mission, even though many alternative sources of fundraising are being pursued, the money raised is essential elsewhere and cannot contribute to our operational budget and on campus expenses. If we were to use the money donated to us through external grants and donation for on campus expenses EWB-USA UMN would no longer be able to maintain the level of active service we currently strive for and could not positively impact the global community on the current scale.

EWB-USA UMN works hard to keep all operational expenses as efficient as possible as part of our commitment to being a service oriented organization. Each year an average of $50,000 is needed to complete the necessary assessment and implementation trips to the communities we are involved with. In addition we are required to keep funds in order to service our projects for five years totaling around $100,000 each year. EWB-USA UMN spends less than $10,000 a year on operational and on campus expenses. For the 2014-2014 Student Services Fee request, our Student Services Fee income represents only 9.5% of our organizations annual budget and only 3.9% of our annual budget plus required reserves.