In answer to the SFC General Questions, Portland State Aerospace Society (PSAS) provides the following:

1. Describe the essential functions in your budget request that allow your group to fulfill its mission. How would you prioritize your expenses in order of importance to your group’s mission? Please justify the expenses associated with Events, Conferences, Travel, Fees, and Honoraria

Our budget can be divided into 3 major blocks, being the cost for our next launch (~63%), cost for one subsequent launch (~23%), and cost for fundraising and recruitment (~14%).

The fraction for our next upcoming launch is of the utmost importance. This will enable us to test our latest additions to the rocket (avionics and flight stabilization) and let us meet our annual goal of incremental upgrades to approach our 5 year plan. This will also continue to prove the rocket model as a reliable launch platform, and inherently, additional flights will serve to promote the group to the public and to the student body at PSU. Specifically, this budget fraction includes funds to purchase motor a motor casing, one motor, and mechanical and electronic components for an avionics system and a system to stabilize the rocket in flight. This fraction of the budget includes only items that will be needed for the next launch, and the cost of refitting the rocket after it is recovered (expected cost of repair of damage to fins, nosecone, etc. amortized over multiple launches.)

The cost for an additional launch on this platform will give PSAS a track record of regular, consecutive, successful launches. This will allow us further public promotion. It will allow us additional flight time, in which we can collect very valuable data on the actual flight characteristics of the rocket, and allow us to improve our predictive models and simulations. This fraction of the budget includes only one motor, and the cost of refitting the rocket after it is recovered (expected cost of repair of damage to fins, nosecone, etc. amortized over multiple launches.)

Fundraising and recruitment costs will hopefully hold constant or decline as our track-record becomes firmly established, but in the interim, the costs for promotion allow us to make ourselves known to the student body. This portion of the budget includes food for introductory meetings (estimated $3-$5 per attendee) flyers, advertisements, and also funds to purchase goods for sale for fundraising.

2. The SFC assumes that each group's essential budget level (EBL is the amount of funds you were allocated for 2009-2010) will increase between 1-3% and for 2010-11 due to uncontrollable factors such as the Indirect Cost Fee going from 3% to 4% as well as other university rates that may rise, such as OPE. If your group's request is above the adjusted essential budget level please describe the increased funding by listing your groups priorities with a maximum of three priorities.

We are requesting a budget incrementally greater than that of our final allocation last year. This cost reflects the cost of flying the rocket. Previous years have been almost completely design and construction. Motors are a large cost, and are the primary segment of this year’s budget.

Our first priority is to fly the rocket with the additional components (avionics and stabilization) this year. This alone will meet most of our minimum goals, but will not prepare us for future expansion.

Our second funding priority is to have at least 1 additional flight this year. This will allow us to meet all of our current year flight and research goals.

Our third funding priority is promotion and fundraising. We feel our plan for this portion is worthy of funding, but if cuts must be made, we prefer they be from this portion. If this portion is not funded, we will still work on these tasks to the fullest, but we will attempt them via alternative means.

3. What measures will you take if your group is awarded a final allocation for 210-11 that is 15% less than your adjusted essential budget level?

We will find methods of advertisement, recruiting, and fundraising that incur minimal cost. Assuming we complete two successful launches within the year, with full flight data, we should be able to leverage that for club advertisement.

4. Please explain and prioritize food service and how it fits into the SFC food policy.

Food service is our lowest expenditure priority, but still important. It is a draw for students who may be on the fence, or otherwise busy. It allows us to present ourselves to the campus at large in a way that is hospitable, and considers the busy schedules of the students we hope will give us their time. We consider that introductory meetings are in essence our asking for an hour of a student’s time, and our offering (the opportunity to work with PSAS) is mostly an unknown to them. An offer of an evening meeting over dinner provides them insurance that their otherwise valuable time will, at the least, not be wasted.

Further, we hope that it provides a comfortable atmosphere that is conducive to questions by the audience, deeper discussion, and a feeling of peer involvement by these potential PSAS members.

5. How does your travel benefit the larger PSU community? This year, the SFC is strongly considering capping travel expenditures in an attempt to make the travel expenditures more appropriate, accessible and equitable for the greater community. The SFC will be using the parameters below in allocating funds for travel (this includes flight/vehicle, gas, lodging.. No per diem will be paid in travel). If for some reason you need something different, please come prepared to explain your rationale in detail. **Student Group/Service** One trip in State: $500 travel One trip out of State: $1,500 total, no more than 3 members **Competitive Non-Sport** Total amount of travel: $8,000 **\* Departments** In State: $1,000 Out of State: $4,000 \* not to include athletic competition travel.

At this point, we ask that members cover their own travel expenses, which are quite modest. Travel is an integral part of our launches, and the great benefit they provide, as those launches only occur at designated sites with proper licensing, insurance, FAA clearance, and a plethora of other specifics. Travel is generally automotive, by group via authorized drivers, with pooled gas monies. We may plan to ask for funds for future years, but at this time, we ask for no funds for travel.

6. What is your plan for meeting revenue goals?

We currently offer regular sale of t-shirts, but other fundraising methods are being considered. Specifically, fund drives to the campus directly may serve a dual purpose of club promotion and fund-raising.

7. Is there anything additional you would like explain to the Committee? Keep in mind that this year’s SFC will be investigating Budget to Actual Data regarding whether funds that have been allocated in past budget cycles have actually been used for the purpose for which they were requested. Use this question as your opportunity to present any inconsistencies, erratic activity, un-reconciled differences and any historical over (overages) or underspending (requested

rollovers) trends. Thanks for your thoughtful consideration of these questions; we look forward to seeing you soon.

It is our hope that our request, though greater than our allocation last year will be approved in full. To this we note the modest size of the increase, the necessity of the budget items, and the track record of accountability and fiscal responsibility of PSAS as a student organization. We appreciate the Committee’s time and consideration of our budgetary request.

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| Needed For Launch | |
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| motor casing | $800 |
| motor | $800 |
| motor | $800 |
| dev boards | $220 |
| JTAGs | $150 |
| Roll Control | $150 |
| Avionics PCB | $300 |
| Laser Cutting | $100 |
| Refitting | $400 |
|  |  |
|  | $3,720 |
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