

**EL CAMINO COLLEGE  
ASSOCIATED STUDENTS ORGANIZATION  
MEMORANDUM**

TO: Recipients of Associated Students Organization Funds  
FROM: Vigneshwar Balaji, ASO Director of Finance  
DATE: March 5, 2021  
SUBJECT: Funded Programs Annual Report

Greetings to all!

As part of the 2021-22 budget process, we are requesting that all our Funded Programs complete the Funded Programs Annual Report. This report will help the ASO Finance Committee and ASO Senate assess the impact each individual program has on student success.

Participation in the ASO Discount Program will continue to be heavily considered when determining program budgets. ASO continues to highly encourage all programs to aim for one-hundred percent student participation in the ASO Discount Program. As a reminder, student participation in the ASO Discount Program is pivotal to the budget of all ASO Funded Programs.

**Please complete the Report by Friday, April 2 at 5:00 PM.** We have conveniently developed the report on Formstack with electronic signatures. Click [here](#) to access the form. The information provided in the Annual Report will be crucial to helping us develop the 2021-22 budget.

We will be hosting an open forum to address any questions regarding the 2021-2022 ASO Funded Programs Annual Report and Budget Process via zoom on **Monday, March 15 from 2:00 PM - 3:00 PM.**

ASO's mission is centered around improving student life and success on campus, and we are proud to continue our support of funding programs that help ASO meet those goals.

If you have any questions, please feel free to contact me at [asofinance@elcamino.edu](mailto:asofinance@elcamino.edu), and cc my student email, [vigneshwar\\_balaji@elcamino.edu](mailto:vigneshwar_balaji@elcamino.edu).

Sincerely,

Vigneshwar Balaji  
Director of Finance  
Associated Students Organization  
El Camino College