



WATERLOO ENGINEERING SOCIETY

Long Term Plan for POETS Furniture

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Signature:

A handwritten signature in black ink, appearing to read "K Arnold".

Fall 2017

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1. Purpose

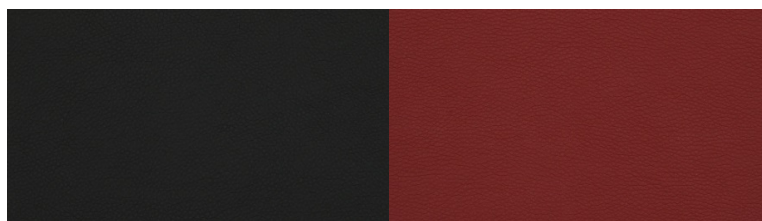
To develop a long term furniture plan for the University of Waterloo Engineering Society to span multiple years with the purpose of phasing out the old P.O.E.T.S. furniture and replace it with new furniture. The new furniture will bring new life to P.O.E.T.S. and less duct tape.

2. Furniture

- a. SELA KI University Lounge Collection
 - i. Couches x7
 - ii. Love seats x2
 - iii. Chairs x12



- b. Cloth – Industry Standard Fire Retardant
“Holy Cow” by Pallas Textiles
Colours: Carbon Copy 21.144.101 and Red Devil 21.144.208



3. Sources of Funding

The Waterloo Engineering Society can receive funding for long term improvements outside the society budget through three main avenues

- a. Feds Student Life Endowment Fund
- b. Engineering Capital Improvement Fund
- c. Waterloo Engineering Endowment Fund

4. FedS Student Life Endowment Fund (SLEF)

- a. Only available in the Winter term
- b. <https://feds.ca/funding#fund-slef>
- c. To date (Fall 2017), SLEF has been used to purchase 3 new POETS couches

5. Engineering Capital Improvement Fund (ECIF)

- a. Available every term
- b. <https://www.engsoc.uwaterloo.ca/services/engineering-capital-improvement-fund/>
- c. To date, ECIF has not been used for POETS couches as funding for E7 C&D is currently the priority

6. Waterloo Engineering Endowment Fund

- a. Available every term
- b. <http://weef.uwaterloo.ca/>
- c. To date, WEEF has been asked for POETS couches, result to come. Priority for funding for the E7 C&D was made clear to the WEEF Council and therefore funding from WEEF directed to the C&D does not indicate any unwillingness to fund couches.

7. Timeline

Term	Fund	Asked For	Received	Predicted Received
W17	SLEF	5 Couches	3 Couches	3 Couches
	ECIF	Not asked for – Priority E7 C&D		
	WEEF	Not asked for – Priority E7 C&D		
S17				
F17	ECIF			
W18	SLEF	5 Couches		3 Couches
	ECIF	Not asked for – Priority E7 C&D		
	WEEF	5 Couches		(Priority E7 C&D)
S18	ECIF			
	WEEF	6 Chairs		3 Chairs
F18	ECIF	3 Chairs		3 Chairs
	WEEF	6 Chairs		3 Chairs
W19	SLEF	2 Couches		2 Couches
	ECIF	2 Love Seats		2 Love seats
	WEEF	3 chairs		3 Chairs
TOTAL				8 Couches 12 Chairs 2 love seats

It is suggested that budget rollover from the A and B Society budgets, if not used to complete the E7 C&D, could be used to fill any funding gaps in this timeline.

8. Old Couch Donations

The old couches and furniture of poets can be donated to engineering student teams and groups across campus.

1. Upon receipt of funding for new couches, open applications
 - a. A Google form
 - b. A form on the website
 - c. bit.ly/EngSocCouches

2. Form Preamble:

Any undergraduate engineering student is eligible to apply for a couch from the Waterloo Engineering Society on behalf of a student group, team, or lounge.

There are 3 available couches.

Note: the couches are being replaced because they are old. Couches will have wear and tear. At least one couch is 30% duct tape. Teams/groups who are selected to

receive couches will be ranked 1, 2, and 3. Team 1 will have first pick of the 3 retired couches. Team 2 will have second pick of the 3 retired couches. Team 3 will have last pick of the 3 retired couches. Any team can turn down a couch.

Couch applications will reopen when the next round of couches is purchased.

The couches must not leave campus. The couches must also reside in an engineering building.

All transportation of a couch, if received, is the responsibility of the applicant.

Once received the couch is no longer the property of the Waterloo Engineering Society.

3. Information to collect through the form
 - a. Group Representative Name (and Position)
 - b. Contact Email
 - c. What group do you represent?
 - d. Where would this couch go? (Building and Room Number)
 - e. Who would this couch benefit?
 - f. Why should you get a couch?
 - g. [Checkbox] I have read the rules and hereby confirm I am an undergraduate engineering student at the University of Waterloo applying on behalf of a larger group of students, and that the sole responsibility of transporting and maintaining a received couch is my own.

4. Selection
Selection of the team/group to receive the couch is at the discretion of the VPs Finance. This can be done through executive, a special committee, or selection by the VPs Finance.

9. Total Cost

The totals below include approximate rounding to account for tax and shipping/handling fees

Item	Number	Each	Subtotal
Couches	8	\$ 3,000.00	\$ 24,000.00
Love seats	2	\$ 2,500.00	\$ 5,000.00
chairs	12	\$ 2,000.00	\$ 24,000.00
		TOTAL	\$ 53,000.00