



COOG
RADIO

STUDENT-RUN RADIO AT
THE UNIVERSITY OF HOUSTON

ONE-TIME FUNDING REQUEST FY 2018



CoogRadio

Funding for Station Engineer and Web Director Position

One-time funding Request FY 18: \$5,406.00

Over the past seven years, Coog Radio has grown internally and externally reaching a broader student audience, which has created continued opportunities for student involvement. This continued growth has increased the demand for more shows, bloggers, as well as equipment usage training, set-up and maintenance. Coog Radio has relied on committed student volunteers to manage these processes, which are vital to the day to day function of the organization.

Additionally, the continued growth has created a challenge to keep the CoogRadio Station supervised and ensure every student's show is supported. Our three paid board members are stretched to the limit with the amount of hours they can spend at the station. Adding these two positions would allow for the Coog Radio station to have full support throughout the day.

Station Engineer:

- Train and run an organized "Engineering" team to have at least one engineer in the office for hourly radio shows
- Keep a dynamic list of equipment that CoogRadio has, and make weekly checks on the condition of said equipment
- Constantly keep up with the latest audio equipment that CoogRadio needs to keep the day to day operations as smooth as possible.
- Attend any off campus or on campus event to make sure the event whether it be live Dj'ing or remote broadcasts running smooth and efficiently.
- The station engineer shall make sure both Studio A and B are clean and operational for any live show or recordings for CoogRadio
- At the end of every fiscal year the Station Engineer will create a list of new or updated equipment that they recommend for the Station Director and Advisor to purchase for the new fiscal year.

One-time funding Request FY 18:

Stipend (8 mos. X \$318.75)	—	\$ 2,550.00
<u>UH Administrative Charge (6.0%)</u>	—	<u>\$ 153.00</u>
Subtotal	—	\$ 2,703.00

Web Director

The Web Editor handles the content of the website and the blog. They manage and guide the writers in their writing process and style in order to make articles appropriate to match the standards of the organization. This position works directly with the Promotions Director in assisting said officer with any added responsibilities.

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- Proofread and edit articles that will be posted on the website
- Maintenance work with website, which includes, but is not limited to, DJ Rotary, DJ Index, and the content of the home page
- Post articles in a timely manner
- Manage writers that attend music festivals and organize their articles in order to be reported back to music festivals' publicists

As we move forward, to support this continued growth and development we'd like to request the One-Time funding for FY18 to support both the Coog Radio Station Engineer and Web Director Position for the remainder of the year beginning January 2018 and Base funding for FY19 to fully fund these positions moving forward.