

FY 2019

ANNUAL
FUNDING
DIRECTIVES

INTRODUCTION

"All Chartered Student Organizations (CSOs) and committees of the Association proven to be fiscally responsible are eligible to petition the Senate for annual funding."
-Student Government Association Bylaws.

Every year, the Student Government Association (SGA) Finance Committee is tasked with overseeing the allocation

Whereas the statement above is the official position of the Finance Committee and the Senate, the following is expected from every CSO who receives funding from the Association:

1. CSOs should follow the CSO Financial Requirements as determined by the VP of Finance and presented during Leaders of the Pack.

Zero-Dollar Allocation If a CSO is unable to specify a line item of a funding request (i.e. travel costs or registration fees) due to factors outside of its control (i.e. the announcement of a tournament's location), then it may request a "Zero-Dollar Allocation" in the "Funding Requested" column of the line item.

- An explanation must be provided as to the unforeseeable nature of the line item.
- If an approval of the Zero-Dollar Allocation is given, the CSO is able to apply for Spot Funding when they are able to specify the costs of that line item. However, despite the approval of a Zero-Dollar Allocation, the CSO in question cannot be guaranteed Student Activity Fee funding for that line item, as the decision to allot funds is ultimately up to the Student Government Association Senate.

Permissions The Finance Committee may use permissions to allow an unrestricted use of funds for specific items.

- This designation is most commonly given for large amounts of supplies or equipment, and allows the CSO in question to reallocate funds for those specific line items as long as the physical items purchased using the funds are integral to the function of the CSO and are in line with the Annual Funding Directives.

Unburden This designation is given to any item that is deemed to be an unjustifiable expense on the Student Activity Fee in relation to the perceived benefit to the student body, as well as events and items that are deemed fundable but that the Student Activity Fee cannot currently afford.

Durable Item Items that last for more than one fiscal year and will stay within the organization.

- The Committee refrains from allocating funding to non-durable items that are not associated with a specific event (i.e. decorations for an event may be funded, but capital purchases that do not last several years will not be funded)

C onf r nc A formal event in which schools, organizations, and/or independent parties meet to discuss a particular topic. Fundable conferences provide a *unique experience* and *unique information* to an attending party that brings something back to benefit the leadership operations of the attending CSO.

- A conference that is necessary for a CSO to maintain its national charter status is not enough to warrant its funding.
- Conferences can be funded for up to \$400 per student, including the associated hotel and transportation expenses, with a maximum, total amount of \$2000 per CSO.
- All funded conferences must have a Conference evaluation submitted after the conference to be eligible for funding in the next fiscal year.
- Travel, registration, and hotel costs will be funded at 60% [see below]

C omp t on/ ournament s An inter-collegiate opportunity for groups to compete against others of a similar nature.

- The Student Activity Fee may fund a maximum of 3 away competitions or tournaments for Club sports and other, non-competitive build CSOs, whose mission and purpose involved competitions and/or

a) Exceptions can be made if the Student Activity Fee can afford additional funded requests.

III. Food and Beverage

- A. Food and beverage items can be funded by the Student Activity Fee only when linked to a particular, non-internal event.
- B. Food costs can be funded for up to \$7 per person for the given event.
- C. Food expenses related to travel cannot be covered (i.e. food on the way to, or at, a conference, competition, or tournament).
- D. Anything alcohol-related is non-fundable, including events held at a venue that makes more than 50% of its revenue from the sale of alcohol.

IV. Travel, Lodging, and Registration

- A. The Student Activity Fee may fund up to 60% of an organization's domestic travel expenses.
 - 1. For national travel (350 miles or more from Saint Louis University - Frost Campus), the Student Activity Fee may fund a maximum of \$180 round-trip, per person.
 - 2. For regional travel (over 50 miles but fewer than 350 miles from Saint Louis University - Frost Campus), the Student Activity Fee may fund a maximum of \$30 round-trip, per person.
 - 3.

