

# ASRC Standards FY2019-2020

## For the 60th Term of Student Government

### 1 Funding Guidelines

- The Committee shall allocate for up to:
  - o **Eight (8) events per fiscal year**
    - § If a Registered Student Organization (RSO) requests more than 8, ASRC shall allocate towards the 8 that would yield the RSO the most funds, unless the RSO indicates a different priority
    - § Multi-day events count as separate events per day
  - o **One (1) set** of Reoccurring Events, to count as one (1) of the RSO's eight (8) events
- The Committee shall **require** attendance documentation to provide funding.
  - o Allocate for up to **two (2) times** the documented attendance
    - § If multiple forms of documentation are provided, use the record with the largest number
    - § If no documentation is provided, fund for up to 75 attendees
  - o Do **not** use any submitted documentation to reduce an allocation
- The Committee shall **not** allocate for:
  - o More than the requested amount by the RSO
  - o More than **\$45,000** total per RSO per fiscal year
  - o Personal Items
  - o Trophies & awards
  - o General Body Meetings
  - o Projects, Events, Items, or Services provided by SG or USF at no charge to the RSO
- Requests that do not fall under these standards shall be considered on a case by case basis

### 2 Event Allocation Standards

- **\$4.00 per student** attendee for the first 200 (\$800)
  - o **\$2.00 per student** attendee for the next 200 (additional \$400)
  - o A total cap of **\$1,200 per event**
- **\$1.00 per student** attendee for one (1) reoccurring set of events
  - o A total cap of **\$500 per fiscal year**
- These funds may be expended flexibly on:
  - o Food, utensils, paperware, and plasticware
  - o Spatulas and barbeque items
  - o Arts/crafts supplies and decorations
  - o Speaker/performer fees and honorariums
  - o Room setup and EMS charges (if not available for free)
  - o Riverfront Park activities
  - o Giveaways (first-come, first-serve)
  - o Board games, video games
  - o Other event-related materials

### 3 Event-Nonspecific Allocation Standards (Other)

- National Dues (to affiliate with national org) – **\$250 per fiscal year**
- Instructors (provide coaching/training throughout the year) – **\$1,500 per fiscal year**
- Promotional Items – **\$5 per item**, up to **\$500 per fiscal year**
- Tabling – **\$50 per fiscal year**
- Publications – **\$10 per publication**, up to **\$1,500 per fiscal year**
- Cultural Wear/Costumes – **\$250 per fiscal year**

### 4 Capital Assets (Other)

- A capital asset is a single item worth more than \$1,000, which must be stored on-campus.
- The Committee shall consider capital asset requests on a case by case basis, and shall consider:
  - o Whether the asset effectively provides additional activities or services to students
  - o Whether the asset effectively furthers the mission of the RSO
  - o Whether the RSO and SBS can effectively purchase and inventory the asset
- The Committee, in reviewing capital asset request amounts, shall ensure that:
  - o The RSO provides a *description* and *rationale* for the asset and its cost
  - o The RSO provides at minimum **two (2) quotes** with specific prices
  - o A committee member provides at minimum **one (1)** additional quote
- The Committee, upon approving the capital asset, shall allocate for a **75% subsidy** of the asset cost, up to **\$2,000** per fiscal year.