

CRITERIA FOR SPECIAL FUNDING COMMITTEE (SFC) ALLOCATIONS FOR NONSUBSIDIZED ORGANIZATIONS AT WSU

1. Does the event/activity/program benefit a significant number of WSU students?
2. Does the event/activity/program benefit WSU students directly?
3. Is the event/activity/program open and accessible to all WSU students?
4. Does the event/activity/program have co-sponsorship?
5. Does the event/activity/program meet a need that is not met elsewhere on campus?
6. Does the event/activity/program take place on campus?
7. Has the sponsoring organization sought support from other sources?
8. Is the sponsoring organization registered with Student Life?

FUNDING PRIORITIES

1. Events/activities/programs
2. Participation at conferences and seminars by student leaders
3. Food and Travel
4. Capital Equipment

ADDITIONAL GUIDELINES FOR ALLOCATIONS

1. Generally, the maximum subsidy allocated to academic and other “specialized” clubs with limited membership will not exceed \$400 per year.
2. A club applying for an allocation will be required to either already have an account with the Office of Student Activities (or will be required to open such an account upon receiving an allocation), must have a faculty/staff advisor, and must be registered with the Office of Student Activities prior to receiving an allocation.
3. Academic clubs receiving allocations are not to be receiving academic credit for any portion of their activities during the fiscal year.

4. All expenses charged against an academic clubs allocation must be academically oriented, such as field trips, speakers on academic issues, recognition dinners, purchase of instructional materials, payment of registration for an academic conference, etc.
5. The approval of the advisor will be required for all expenses charged against the allocation.
6. Each organization requesting SFC funds will be required to submit a proposed budget to the SFC which will outline the uses to which the allocation will be put and which is signed by the Advisor.
7. Each organization will be required to submit an audit report within 10 days of the completion of the event/program.