

San Diego Mesa College Associated Students

Club Funding Policy



Section I. General Terms

1. All funding will be in accordance with Article XIV, Section 4, of the Associated Student Government By-Laws.
2. All organizations seeking funding from the Associated Student Government must be chartered in accordance with the Associated Student Government Constitution, By-Laws, and “Campus Rules and Policies Affecting Student Organizations.”
3. In order to be eligible for any funding from the Associated Student Government, the club must be an active member of ICC, with at least one (1) representative from the clubs attending all Inter Club Council meetings. An active member is defined by ICC constitution and By-Laws.
4. In order to be eligible for funding, every officer, as well as one hundred percent (100%) of the general membership (at least 10 members’ total or up to 50 members) must posses a current Associated Student membership in the semester that funds are requested.
5. The club must help in raising the “general” student body’s school spirit in some way. (For example: Festival of Colors, Cinco de Mayo, Asian Pacific Heritage Celebration, Black History Month, Health Services Fair, and Associated Student activities, etc.)
6. The Club must make some sincere effort to raise their own funds and attain financial responsibility, and must be able to provide proof and/or adequate records of their efforts.
7. Clubs are required to meet with an Associated Student Senator that will request funding approximately three (3) weeks before the funds need to be allocated. **The Senator and the club** will be accountable for providing necessary documents and presenting it at the scheduled Associated Student meeting.
8. The Associated Student Government must be recognized in all publicity dealings with any function where the Associated Students funds are used, unless otherwise deemed by the Associated Student Government. (E.G. Logo)
9. A copy of this policy is to be signed by the President, Treasurer, and Advisor in agreement to its terms. And turned in with the Club Packet. The signed original will remain on file in the Student Affairs office on a semester-to-semester basis.
10. The Club shall receive no more than section, II, III and IV.
11. Exceptions to this policy shall be made under extenuating circumstances as defined by a two-thirds (2/3) majority vote of the Associated Student Executive Council and the Senate.
12. Amendments to this policy must be approved by a two-thirds (2/3) majority vote of both the Associated Student Government Executive Council and Senate, and shall take effect the following semester.

Section II. Funding for Campus Activities

1. The Associated Student Government may provide funds up to fifty percent (50%) of the total cost needed to support club involvement with campus activities, not to exceed five hundred dollars (\$500.00) per club per semester.

2. Funds shall be determined with consideration of the following:
 - a. The value of the specific event to the “general” study body.
 - b. The total amount of funds needed to hold the specific event.
 - c. The present balance in the club’s treasury, and therefore what amount they are able to expend for the event.
 - d. The club has utilized club matching funds at least partially for that semester.
3. All funds will be dispersed on a first come first serve basis..

Section III. Funding for Conferences

1. The Associated Student Government may provide funds up to fifty percent (50%) of the total cost needed for transportation, registration, and lodging for no more than five (5) members with current Associated Student membership and one (1) faculty advisor from the club, not to exceed one thousand dollars (\$1000.00) per club per semester.
2. Requests for funding can be made as often as necessary throughout the semester or until the limit of \$1000.00 has been met.
3. The Associated Student Government requires a written conference report from each person attending the conference. Due date for the reports will be ten (10) days from the date of return. Failure to comply will result in suspension of Associated Student funding for the semester and the clubs will be required to pay back 50% of what the Associated Student funding had given.
4. The Associated Student Government reserves the right to request a workshop presentation to be given to the Senate Board within 15 days of the returning date.
5. All funds will be dispersed through the Club Conferences account until funds are exhausted. At the time, no further requests for funding will be accepted.
6. All funds will be dispersed on a first come first serve basis.

Section IV. Matching Funds

1. The Associated Student Government may match up to five hundred dollars (\$500.00) based on money earned through a club’s legitimate fundraising efforts.
2. Money accumulated through member dues, vendor fees and other various donations shall not qualify as legitimate fundraising efforts, and will not be considered for matching funds. (Note: See General, Term, and Item 6).
3. All monies being used to request matching funds must have been raised in the same semester that matching funds are being sought.
4. Requests for funding can be made as often as necessary throughout the semester until the limit of \$500.00 has been met.
5. All funds will be dispersed through the Club Matching Funds/Conferences account until funds are exhausted. At that time, no further requests for funding will be accepted.
6. All funds will be dispersed on the first come first serve basis.

Updated: August 27, 2009