AN ACT To Revise, Correct and Update The Financial Procedures Act

Short Title: FPA Modernization Act
Primary Sponsor: John Daley, CLAS, Organizational Ways & Means Chairman
Secondary Sponsor(s):
First Reading: 01/16/14
Referred To: OWAM
Passage:
Enacted:

WHEREAS, The FPA is in need of clarifying language updates and punctual correction;

Therefore, be it resolved by the Student Senate of the University of North Carolina at Charlotte:

SECTION I: The FPA is to read:

CONTENTS

Article III. THE OPERATIONAL FUND

8-3.6. Advertising and Promotional

SECTION II: 8-1.1. Definitions.

(j) “O.R.G.” refers to Organizational Requests per Grant, the sheet/agenda kept by the Committee and presented to Senate for approval as specific to each line item requested and allocated by the Committee per each organization and is structured as a Finance Bill. O.R.G. shall be presented weekly or whenever required as to pass by the Committee.

SECTION III: 8-1.2. Grant Overview.

(e) Groups shall be notified of the Committee hearing results by the Administrative Assistant no later than 24 hours after the Senate ratifies it.

(g) Grants containing typos, errors, or misinformation that is crucial toward the grant and related information shall not be heard by the Committee unless otherwise explained for in the attached documentation.

SECTION IV: 8-1.6. Publication Grants.

(c) This grant requires a hearing by the Committee.
SECTION V: 8-1.8. Graduate Organizations.

Graduate student organizations may seek funding from the Graduate and Professional Student Government and are not funded by the Committee.

SECTION VI: 8-1.11. Budget Percentages.

(d) No one funding period may be allocated more than 25 percent of the budget of the semester in which it lies.

(d) No one student organization shall be permitted to spend more than 7 percent of the overall budget allocated by SAFC per fiscal year.

(e) No more than 2 percent of each semester’s budget may be used for publication grants.

(f) No more than 5 percent each year may be used for cosponsored events.

(g) Any money not spent or allocated from previous funding periods shall be automatically applied to the current available funding period.


(l) T-shirts and clothing.

(t) Gaming Consoles.

(u) Other unapproved expenses.

SECTION VIII: 8-1.13. Guidelines for Accessing and Using Funds.

(a) Student organizations must complete the online SAFC Financial Workshop in order to activate the funds awarded by SGA. This is an SAFC requirement and must be completed by student organizations once per year.

(f) After the funded event, publication, or travel, organizations must complete and submit an evaluation of their request within 10 business days of the event-taking place, travel return, or publication print date. Organizations who do not submit an evaluation by this deadline will not be eligible to receive funding until the evaluation has been completed, as according to the Treasurer and the Administrative Assistant.

SECTION IX: 8-2.2. Composition.

(a) At the individual approval of and request of the Chair, ad-hoc members may vote and participate in the meeting and hearings. An ad-hoc must be a senator. But cannot be the President Pro Tempore of the Senate.
SECTION X: 8-2.4. Meetings.

(f) All grant decisions must and will occur in a viewpoint neutral manner. Meaning that funding decisions will not be made on the basis of extracurricular speech, or expressive activities of a student organization. OWAM members will not discriminate, or ask questions that could be used to discriminate, based on race, color, national origin, religion, sex, sexual orientation, age, or disability.

(g) All grant decisions must and will occur in a viewpoint neutral manner. Meaning that...

SECTION XI: 8-2.5. Organizational Funding Hearings.

(b) A student representative from the applying organization is required to attend and present during the hearing. Advisors are permitted to sit in on the hearings; however, they may not speak unless otherwise specified or recognized by the Chair.

(e) The Advisor and Treasurer are not permitted to speak during hearings unless recognized by the Chair in order to question or advise the Committee.

(e) Organizations may not submit any supplemental material, documentation, or proofs for their grant during hearings.


(a) The Chair of the Committee shall not be permitted to vote on legislation or hearings unless in the case of a tie.

(b) Senators are the only permitted persons allowed to vote on hearings except in the case of a tie tiebreaker.

(f) Votes shall be recorded on O.R.G. by the Chair to be presented as information to the Senate.

(f) Meetings shall use Robert’s Rules of Order Newly Revised unless otherwise stated in this Act.

SECTION XIII: 8-2.9. Wednesday.

(b) Receive Line-Item Transfers if applicable.

SECTION XIV: 8-2.11. Friday.

(a) The Chair, Vice-Chair, delegate, or Administrative Assistant is to send out approval and failure notifications.
Section XV: 8-3.2. Timeline.

(a) Operational funding may be requested beginning 10 business days before the first day of classes and ending 10 business days before the last day of classes, in both the fall and spring semesters.

SECTION XVI: 8-3.3. Application.

(b) Student organizations may apply for no more than $100.00 per request.

SECTION XVII: 8-3.4. Food and Beverage.

(c) Food may only be applied for in the first half of the operational availability timeline/window and no group may spend more than $75.00 in this line item per semester.


Advertising and Promotional items must be used to promote the student organization and its meetings, its purpose, and the recruitment of members. The Administrative Assistant shall determine any off-campus services valid or invalid on a case-by-case basis.


(b) Items that are readily available in the Student Government and Organizations Complex may not be purchased with this line item.

SECTION XX: 8-4.3. Application and Approval.

(b) Student organizations may apply for an unlimited amount of event grants per fiscal year.

SECTION XXI: 8-4.4. Honorarium.

(c) A biography or description of the service to be provided, as well as the name and contact information of the performer or agency must be submitted with this line item in order to be considered by the Committee.

SECTION XXII: 8-4.6. Advertising.

(c) All paid social media advertising must include the phrase “Funded in part by the SGA with your student activity fees. SGA & SAFC do not necessarily endorse the beliefs or actions of this organization.” or a link to the disclaimer site.

SECTION XXIII: 8-4.8. Program Supplies

(a) Program supplies are low-cost items that are crucial to the success of the event through outside vendors.
(b) Program supplies must be kept and maintained by the applying organization and may not be give away or destroyed. If SAFC has space for storage, the group must take advantage of the space. If SAFC has the item being applied for, the organization must use those items rather than purchase their own.

SECTION XXIV: 8-4.11. Revenue-Producing Events.

(c) These monies deposited into the groups’ account can be spent as the group decides so long as it is within SGA SAFC policies. This money must be spent by the end of the fiscal year or be lost.


(a) Co-Sponsorships are highly encouraged by the Organizational Ways and Means Committee.

(b) Seeking out other organizations, departments, or resources to support, fund, and attend an event demonstrates a strong commitment to the success of the event.

(e) Other organizations can help publicize the event, donate supplies, help with logistics and planning, give money, draw more attendees, and assist with brainstorming ideas. Contact information for each supporting organization is required.

SECTION XXVI: 8-4.12. Off-Campus Events.

(a) Off-Campus events are permitted when the event being applied for is in line with the mission of that particular student organization.

(b) Off-Campus events must utilize the closet possible facility to hold their event. And must be within 15 miles of the University as This must be demonstrated through any one of various online map or route generating services showing the route from the University to the address of that the event must be submitted with each off-campus event grant before it is even considered for funding by the Committee. If the closest possible facility is more than 15 miles from the University, the Organization applying must demonstrate this through documentation included in their grant submission to be reviewed by the Committee.

(h) Off-Campus event grants may not be held at a personal residence.

SECTION XXVII: 8-4.13. Co-Sponsored Events.

(c) A maximum of $4,500.00 may be given for each co-sponsored event grant. This includes $3000 to the primary organization and $500 additional dollars may be per each cosponsoring.

(d) At least $3000.00 of the cosponsored event request must be requested for Honorarium.
(d) This grant hearing will require a member of each applying organization to be in attendance.

(f) Groups may only cosponsor one event per year.

(e) The entire requested amount, divided by the number of requesting groups, will be put toward each respective group’s maximum cap per year.

SECTION XXVIII: 8-5.1. Overview.

The Travel Grant is offered by the Organizational Ways and Means Committee for Student Organizations looking to travel in a way that will benefit the University, increase the effectiveness of their organization, or complete travel that is within the scope with of the applying organization's mission as charged by UNC Charlotte. The Travel Grant Fund shall be used for travel that directly aids student organizations in achieving organizational goals and in representing UNC Charlotte.

SECTION XXIX: 8-5.2. Eligibility.

(a) All student registered student organizations at UNC Charlotte, not otherwise classified or under any other student association are eligible for travel grant funding.

SECTION XXX: 8-5.3. Application.

(a) A maximum of $1,000.00 can be allotted per single organization each semester in the following increments: a maximum of $500.00 per student, $750.00 for two students, and three students to be eligible for up to $1000.00.

(d) Organizations must also submit a breakdown of all co-sponsorships by source, if applicable.

SECTION XXXI: 8-5.4. Approval.

(d) To be considered for Travel, the organization must be considered in travel status by the University, which is greater than 35 miles from the University.

SECTION XXXII: 8-5.6. Transportation.

(a) Transportation costs cover things like airfare, vehicle rental, bus and cab fare, and personal vehicles.

(b) Airfare may be utilized if the intended destination is more than 300 miles from the departure point. First-class airfare is strictly prohibited. All groups wishing to use airfare must submit quotes or prices from two different airlines or companies, and then the lowest price shall be funded.

(c) Personal vehicles will be reimbursed by the Committee at the state rate, plus an additional 50 mile buffer to cover extra costs. In order to be considered for personal vehicle travel the applying organization must submit documentation listing mileage.
printouts to and from the intended travel, the make and model of the car(s) that will be used, and a list of students utilizing this transportation. The state rate for reimbursement is dynamic and changes at the discretion of the state, groups should contact the Administrative Assistant for the most recent and accurate rate.

(d) Charter or contracted travel may be used. Groups must submit documentation of mileage to and from the destination and a list of students who are utilizing such services. Groups must use one of the two a company on contract with the University, such as: Rose Transportation, Coach America and or Horizon Van Lines.

SECTION XXXIII: 8-6.1. Overview.

The Publication Grant is a grant offered by the Organizational Ways and Means Committee to organizations that are registered as media groups as per the Act for Registration, and whose primary mission is printing or other types of publications.

SECTION XXXIV: 8-6.2. Eligibility.

(b) Organizations that have received event or operational funding earlier in the same semester as they are applying for a publication grant will not be eligible for publication funding, even if their registration status has been changed to a media group.

(b) Organizations may apply for an unlimited amount of publication grants, at a maximum of $1,000 per grant.

SECTION XXXV: Responsibility Code of the Organization to the Committee.

(a) Request funds with fiscal responsibility and other organizations in mind;

(b) Utilize student fees allotted to them in a way that will benefit UNC Charlotte as a whole and provide services to members and non-members alike.

(c) Will be familiar with the policies of the Organizational Ways and Means Committee.

(d) Provide feedback so the process may be enhanced and changed to benefit future organizations.

(e) Make sure that requests are within the mission of org.


(b) This motion shall require two-thirds of voting committee members' approval.

SECTION XXXVII: These changes are to take effect on June 1⁴, 2014.

Mandates:
Dr. Arthur R. Jackson, Vice Chancellor for Student Affairs
Dr. Christine Davis, Associate Vice Chancellor for Student Affairs and Dean of Students
The University Times

UNC CHARLOTTE STUDENT GOVERNMENT ASSOCIATION
I hereby certify that this legislation was considered and adopted by the Student Senate of the University of North Carolina in accordance with the Constitution of the Student Body and the By-Laws of the Student Senate on this _____ day of ________________, ____.

________________________
Jason Hartsoe
President Pro Tempore of the Student Senate

I hereby signify my approval of this legislation as adopted by the Student Senate of the University of North Carolina at Charlotte, this _____ day of ________________, ____.

________________________
Brady Nails
President of the Student Body