

# Student Activities Council

U N I V E R S I T Y   o f   P E N N S Y L V A N I A

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## **Budgeting and Allocations \$\$ policies**

**Memo from the SAC Chairman  
January 30, 2003**

**Attention:** All Treasurers / Financial Managers\* of SAC recognized groups

\* If you are not the designated treasurer to your group, please ensure that he/she receives this memo, since it contains important information pertaining to the annual budgeting and allocations process for next year. By attending this meeting, you are agreeing that the applicable person is/will be duly informed.

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### **Executive Committee Funding Policies**

**(The following policies are binding and must be adhered to by the Executive Committee.)**

- 1      While determination may be made that organizations or activities are not eligible for funding, decisions on whether or not an organization or activity is denied funding will not be based on the content of the speech or expression of such organization or activity.
- 2      A student activity or program that is designed to support or oppose a particular party or candidate or to influence legislation will not be funded.<sup>1</sup>
- 3      Student Activities or programs designed to elicit support for religious ideologies and promote membership in sectarian groups will not be funded.
- 4      All activities must file and maintain complete capital equipment inventories with the Office of Student Life. This should be submitted in the beginning of the year with the annual registration form.
- 5      All activities are held responsible for full disclosure of all financial actions of the group to the Executive Committee (especially changes or planned changes in usage of allocated funds) upon penalty of immediate forfeiture of all funds remaining in their accounts.

- 6 All funded activities must maintain their own set of books upon penalty of immediate forfeiture of all funds remaining in their accounts. These should be available to the Executive Committee upon request.
- 7 Executive Committee members intimately connected with a student organization must declare their affiliations with these activities and may not vote on the allocations of that particular student activity. Furthermore, they may not attempt to influence the other Executive Committee members. They may function only as resource people.
- 8 No organization shall enter into any contract without the written consent of the Director of OSL or designee. Moreover, all monies involved must first be approved by the Executive Committee.
- 9 All activities must submit reports on the activities sponsored by the organizations during the previous year as a part of their annual budget requests.
- 10 Examples of programs or activities not eligible for funding under these criteria include:
  - a. College Democrats, College Republicans, or other groups designed to support a political party;
  - b. A student activity that is designed to or does in fact campaign on behalf of a candidate for public office or participate in a political campaign. For example, Students for Smith for Congress;
  - c. An activity designed to influence legislation.

These criteria would not prohibit funding a political forum at which different viewpoints are expressed.