**19-20 Annual Budget Rules**

These rules are in addition to the FAC Standing Policy and Policy Paper 820.

On Campus:

1. *Events*: Limit $4,000 per event. (a.b.)
2. *Equipment (stays with the club & registered with SSA):*
	1. Equipment supporting the mission of the group is supported up to $1500 for the fiscal year.
	2. Equipment for single events, individual use, or off campus use is not supported.
3. Event Supplies: Funding granted based on the relevancy of the event supplies to the

event. Due to liability concerns ammunition will not be funded.

1. Meetings: We don’t fund org/group meetings as per Policy Paper 820.
2. *Practice:* limited to $2,000 for the fiscal year.
3. *Required Annual Organization or League Dues:* $25/member up to $800 total for annual team registration (no individual registrations can be paid per PP820) (b.c.)
4. *Magazine/Newspaper Printing:* $3500 limit for the fiscal year (c.)
5. *Group Development/Social Events:*
	1. $15 per person, limited to 2 events per academic year for on campus structured activity with a total cap of $750. (i.e. ropes course, escape room, etc.)
	2. Group development off campus is not supported.
6. *Salary:* Salaries are not paid (a.b.c.)
7. *Workshops:* Workshops will be limited to $10 per person per workshop and a total cap of $3000 per academic year.
8. *Fundraising:* $500 per event, cap of 2 events per academic year, no future funds can be drawn until previous funds are paid back.
9. *No* *Apparel for promotion or personal use – team apparel (i.e. uniforms or safety equipment that stays with the club) can be supported once every 5 years and is drawn from equipment caps*.
10. *Prize limit: $200 per event up to 4 events (not meetings) per year.*
11. *Contractual Services:* Event cost cannot exceed $3,000 without organization collaboration or contingency request. (b.)
12. *Backyard Bash/Involvement Fair:* limited to $300 for the fiscal year.
13. *Homecoming Parade:* limited to $150 per parade unit.
14. *Food for Recruitment:* limited to $300 per fiscal year, up to 2 events.
15. *Food in Support of Educational or Cultural Events:* limited to $350 per organization per event. Limit of 3 events per year.
	1. *The intent of food is to provide incentive to attend like beverages and appetizers– full meals are prohibited.*
16. *Organizational Promotion:* limited to $3 per item with a cap of $300 per fiscal year (a.b.c.)
17. *Advertising/Event Printing:* $150 per fiscal year, banners, tablecloths, signs, will be considered equipment. Advertising in Stoutonia is exempt. (a.b.c.)
18. *Near Campus Events* must be within the Menomonie Greater Area, including the city of Menomonie and the Town of Menomonie. The venue also must not be available on campus – this is in standing policies.

All Travel:

1. Five state rule (Minnesota, Wisconsin, Upper Peninsula Michigan, Iowa, and Illinois)
2. Events outside of these states could be potentially funded through contingency processes.
3. *Lodging* is not supported in the annual process and may be considered during the contingency processes.
4. *Airfare* is not supported in the annual process and may be considered during contingency processes.
5. Social/recreational travel occurring during breaks can be applied for in the contingency processes.

*Off-Campus Trips – limited to four total off campus trips per fiscal year*

1. *Professional Trips:*
	1. Limited to $3250 total for the fiscal year.
	2. Registration/ticket/entrance funding limited to $50 per person.
	3. Professional means related to a major, career progression, or industry networking.
2. *Sports/Competition:*
	1. Limited to $2000 total for the fiscal year.
3. *Group Social/Recreational:*
	1. Limited to $1,500 total for the fiscal year.
	2. Registration/ticket/entrance funding limited to $10 per person.
	3. Social events that do not support the mission of the organization are not considered for funding.
4. *Organizational Leaders Trips:*
	1. Limited to $2,250 total for the fiscal year. (b.)
	2. Registration/ticket/entrance funding limited to $250 per person.
	3. Limited to four people per trip. (b.)

The financial affairs committee has deemed these three principal organizations exempt from line items identified above.

1. Stout Student Association
2. Blue Devil Productions
3. Stoutonia