

## **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):**
  - a. Equipment supporting the mission of the group is supported up to \$1500 for the fiscal year.
  - b. 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.
4. **Meetings: We don't fund org/group meetings as per Policy Paper 820**
5. **Practice:** limited to \$2,000 for the fiscal year
6. **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.)
7. **Magazine/Newspaper Printing:** \$3500 limit for the fiscal year (c.)
8. **Group Development/Social Events:**
  - a. \$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.)
  - b. Group development off campus is not supported.
9. **Salary:** Salaries are not paid (a.b.c.)
10. **Workshops:** **Workshops** will be limited to \$10 per person per workshop and a total cap of \$3000 per academic year.
11. **Fundraising:** \$500 per event, cap of 2 events per academic year, no future funds can be drawn until previous funds are paid back.
12. **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.**
13. **Prize limit:** \$200 per event up to 4 events (not meetings) per year
14. **Contractual Services:** Event cost cannot exceed \$3,000 without organization collaboration or contingency request. (b.)
15. **Backyard Bash/Involvement Fair:** limited to \$300 for the fiscal year
16. **Homecoming Parade:** limited to \$150 per parade unit
17. **Food for Recruitment:** limited to \$300 per fiscal year, up to 2 events
18. **Food in Support of Educational or Cultural Events:** limited to \$350 per organization per event. Limit of 3 events per year.
  - a. **The intent of food is to provide incentive to attend like beverages and appetizers—full meals are prohibited**
19. **Organizational Promotion:** limited to \$3 per item with a cap of \$300 per fiscal year (a.b.c.)
20. **Advertising/Event Printing:** \$150 per fiscal year, banners, tablecloths, signs, will be considered equipment. Advertising in Stoutonia is exempt. (a.b.c.)

21. *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 should go in standing policies.

All Travel:

- 22. Five state rule (Minnesota, Wisconsin, Upper Peninsula Michigan, Iowa, and Illinois)
- 23. Events outside of these states could be potentially funded through contingency processes.
- 24. *Lodging* is not supported in the annual process and may be considered during the contingency processes.
- 25. *Airfare* is not supported in the annual process and may be considered during contingency processes.
- 26. 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*

27. *Professional Trips:*

- a. Limited to \$3250 total for the fiscal year.
- b. Registration/ticket/entrance funding limited to \$50 per student.
- c. Professional means related to a major, career progression, or industry networking.

28. *Sports/Competition:*

- a. Limited to \$2000 total for the fiscal year.

29. *Group Social/Recreational:*

- a. Limited to \$1,500 total for the fiscal year.
- b. Registration/ticket/entrance funding limited to \$10 per student.
- c. Social events that do not support the mission of the organization are not considered for funding.

30. *Organizational Leaders Trips:*

- a. Limited to \$2,250 total for the fiscal year. (b.)
- b. Registration/ticket/entrance funding limited to \$250 per student.
- c. Limited to four people per trip. (b.)

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

- (a.) Stout Student Association
- (b.) Blue Devil Productions
- (c.) Stoutonia