

# RSO OFFICE OF FINANCIAL AFFAIRS

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2012 - 2013

Where the money comes from and where it goes

# RSO FUNDING: OVERVIEW

## PURPOSE OF FUNDING

“To promote a diverse array of programs and events, facilitate intellectual engagement, encourage collaboration between student groups, and or foster campus community.”

*- ASG Constitution*

# STUDENT FEES

- Out of ASG's yearly budget, 79.5% of it goes to fund RSOs!
  - About \$125,000 per semester
- This money comes from student fees, so it is very important that it is allocated wisely and used correctly

# OFFICE OF FINANCIAL AFFAIRS

- The RSO Financial Affairs Committee reviews the RSO budget proposals and decides who receives funds
- The next section will explain how the committee makes decisions

How the Committee Decides

# VIEWPOINT NEUTRALITY

# WHAT IS VIEWPOINT NEUTRALITY?

- Means that your personal beliefs and biases do not affect the decisions you make
- All viewpoints of groups, **even controversial ones**, must have an equal chance at receiving funds
- Also not based on whether you personally like the program or event they proposed
  - “This sounds like a fun event!” should not be a determining factor

# WHY VIEWPOINT NEUTRALITY?

- Everyone pays student fees
  - Cannot be used just to fund events that promote SELECTED views
  - Fees must go towards programs that will spark educational inquiry and be open to all students
    - It's ok if they are controversial programs because they can expand students' understanding and knowledge



# WHAT VIEWPOINT NEUTRALITY IS NOT

- Just because 2 groups seem “opposite” in their purposes, you do not have to fund them equally to be fair
  - Ex: You wouldn’t have to give College Republicans and Young Democrats the exact same amount of funds just to be “fair”
  - For one thing, they are requesting different amounts for different programs
  - Each proposal should be considered separately because they have nothing to do with each other

Now that you know HOW decisions are made...

# THE FUNDING PROCESS

# STANDING RULES

- The funding process is governed by a document called the Standing Rules
  - Describes what is and isn't funded, timelines, etc.
- The Standing Rules help the committee be consistent and fair to each RSO that applies
- Please familiarize yourself with the Standing Rules. They are located on the ASG website ([asg.uark.edu](http://asg.uark.edu)) under the Funding Materials of the RSO Financial Affairs tab

# FUNDING CATEGORIES

- Administrative
- Conferences
- Special Events / Programs

# ADMINISTRATIVE

- Office supplies
- Up to \$20 per year to use on office supplies for your RSO at the bookstore

# CONFERENCE

- Up to \$1000 per academic year
- Must be used on a conference relevant to their RSO (for example, if it is a Religious RSO, they should not ask for funding to go to an engineering conference)
- Have to provide proof of conference (registration form or website link)
- Covers registration fees, but not hotel or travel costs for students

# SPECIAL EVENTS

- **Must be free and open to ANY student, not just those in the RSO**
  - As a result, things such as retreats, meetings, awards banquets, etc. are NOT funded
  - No fundraising events are funded by ASG
  - Full list of restrictions in the Standing Rules
- Must demonstrate some sort of educational value (as deemed by the committee)
- Types of expenses that **can be** covered:
  - Honorarium (speaker/performer fee), speaker travel costs and hotel, food for the event, supplies and equipment for the event, etc.

# FUNDING CAPS

- An RSO may request up to \$10,000 total per year **total**
  - This does not mean they will receive all \$10,000, but they should not expect to receive more than that
- There are also funding caps on individual items, such as food costs per person and limits on individual items (Standing Rules)
- \$1000 conference cap per year



# TIMELINES - EVENTS

## Funding Periods for Events:

- There will be four “funding periods” per year. Each RSO is allowed to be funded for one event that will be held within the specified dates of each period. Events funded by ASG can only take place during the following dates (no funding for events in the summer or winter breaks):
  - Round I: Monday of second week of Fall semester to October 15
  - Round II: October 16 to Dead Day of Fall semester
  - Round III: Monday of second week of Spring semester to March 5
  - Round IV: March 5 to Dead Day of Spring semester
- RSOs may apply for events to be held during the current funding period or the upcoming funding period, but not 2 funding periods in advance (for example, on Oct. 16 an RSO may submit a budget for an event to be held in funding period II and III, but not IV). This ensures that we do not allocate the funds too quickly.

# TIMELINES – EVENTS

- Some events have free tickets for students due to limited seating.
- Deadline to submit budget for TICKETED events:
  - At least 7 weeks before event date
- Deadline to submit budget for NON-TICKETED events:
  - At least 5 weeks before event date
- You may submit before these deadlines, but need to follow the funding periods listed in the previous slide.

## TIMELINES - CONFERENCES

- For conference requests, groups can apply for funding starting the first day of class, but no later than 7 weeks before the payment date for their prospective conference.
- There are no funding periods for conferences. RSOs may apply at any time.
- Students may receive funding for summer conferences but they need to apply for them before the committee stops meeting for the year.

# QUESTIONS?

- We know that this is a lot of information! It's very important that you get a good understanding of the process and your role starting in the summer, since we will begin reviewing budgets when school starts.
- If you have any questions, please contact:
  - Blake Hirschman, ASG Treasurer: [bhirschm@uark.edu](mailto:bhirschm@uark.edu)
  - Rudy G. Trejo, Advisor: [rgtrejo@uark.edu](mailto:rgtrejo@uark.edu)