

Proposal for Student Activity Fee Funds for Reconciliation Funds 2016 Proposal

Purpose of the Student Activity Fee: Programs supported by Student Activity Fee (SAF) dollars should be primarily facilitated by students for the benefit of students. The SAF should support the diverse interests and backgrounds of its student community. SAF funded programs and events should enhance the student experience at Ohio State.

- **Any registered student organization or campus department is eligible to apply for Reconciliation funding.**
- Applicants proposing an event, please see the definition of a fundable program outlined in the programming guidelines section of the Registration Guidelines for Student Organization Programming Funds (outlined below):

FUNDABLE PROGRAMS

A fundable program, for the purpose of student activity fee funding, is defined as an educational or service activity held on campus or a service/outreach activity held off-campus.

Fundable programs must: be open to all fee-paying students (Columbus campus) beyond the membership of the sponsoring student organization(s), provide developmental and educational outcomes for all participants, be held on-campus, and be broadly marketed.

Please see Additional Considerations on page 17 of the guidelines for further detail.

- Applicants proposing a use for funds outside of the definition above please provide a detailed description and rationale for the proposed use Student Activity Fee funds.
- Eligible events and programs must occur within the 2016-2017 academic term. Applications will be accepted on a rolling basis till April 3rd.
- The amount of funding allocated varies from one event to the next and is based on previous event budgets, expected expenses, and available reconciliation funding. Any request over \$30,000 must provide additional information at the request of the Council.
- Reconciliation funding is disbursed on a reimbursement basis (or interdepartmental transfer), pending successful completion of the program and proper accounting for fundable expenses.
- Student organizations and campus departments approved for reconciliation funding must sign a memorandum of understanding (MOU) with the Council on Student Affairs regarding the reporting of event details, event assessment, and timelines for completing financial requirements.

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- Application to be created by the Issues subcommittee and approved by Full Council.
- Applications will be submitted to the Chair and reviewed by the Issues Subcommittee to be slated for Full Council review. Presentations will be kept to 5 minutes, with 2 minutes for questions.
- Full Council will review each proposal and no later than the next Full Council meeting vote on an allocation. Vote will be decided by 2/3 of membership present.
- The Chair will correspond with all applicants as to the status of their applications and will draft and sign MOUs.
- CSA members and their constituencies are eligible to present applications and has the discretion to allocate reconciliation funding to current SAF beneficiaries.