

Appendix B

Title I. Student Government Co-Sponsorship Funding Guidelines

Section 1. Eligibility

1. Only official student organizations registered with the Committee on Student Organizations (COSO) or official Greek organizations registered with the Dean of Students Office (DOSO) shall be eligible to apply for co-sponsorship funding.
2. The event or initiative shall be open and available to all University of Miami students at no cost. Events and initiatives where all proceeds will be donated to charity may be exempted.
3. Request for funding must be submitted at least two (2) weeks prior to the event or initiative date.
4. The organization shall provide a completed SAFAC budget. The committee cannot hear any requests from organizations that have not already sought SAFAC funding for the relevant line-item.
5. The organization shall receive an approved SAFAC budget before a presentation to the Policy and Finance Committee.

Section 2. Committee Procedure

1. The organization or representative from the organization shall submit a request via Engage to the Policy and Finance Committee (P&F).
2. The Policy and Finance Chair shall approve or deny this request within 7 days of submission.
3. The organization shall submit an event-specific budget with all costs pertaining to the event for which they are requesting funding.
4. A representative from the organization must attend a weekly Policy and Finance meeting to present their budget and event.
5. Any Senator who sits on the Policy & Finance Committee and is an active member of the organization that is soliciting the funds may not be present during voting, nor cast a vote towards said matter.

Section 3. Voting Procedure

1. All allocations of co-sponsorship funding must be agreed upon by a majority of all present and voting Senators.
2. Neither discussion nor voting procedure shall take place without a quorum of six (6) Senators present.
3. The Policy and Finance Committee shall not fund beyond ten (10) percent of the submitted and approved SAFAC budget for the event/initiative seeking funding.
4. The Policy and Finance Committee may decide, by a two-third majority, to allocate more than ten percent of the submitted and approved SAFAC budget at their discretion.

Section 4. Senate Procedure

1. At least one (1) representative of the organization seeking co-sponsorship funding with the relevant piece of legislation must be present at the Senate meeting when the action is being considered.

2. If no organizational representative is present, the action shall be automatically tabled for a maximum of two (2) regular Senate meetings.
3. Any Senator who is a dues-paid or active member of the organization that is soliciting the funds may not be present during discussion, nor cast a vote towards said matter.