



# The University of West Florida

## Student Government Association

### Defense of Budgetary Independence Act

Legislation: 19-20 Bill VIII

Author(s): Chair Kennedy

First Reading: _____	Second Reading: _____
Yes: _____	Yes: _____
No: _____	No: _____
Abstain: _____	Abstain: _____

\_\_\_\_\_  
Ms. Noemi Gaytan  
Senate Pro Tempore

Be it known that Student Government 19-20 Bill VIII is hereby signed on \_\_\_\_\_.

\_\_\_\_\_  
Pass

\_\_\_\_\_  
Veto

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ms. Zenani D. Johnson  
Student Body President

## Chapter 1202: Awarding of the Activity and Service Fee

1202.01 At the University of West Florida, the Activity and Service Fee (A&S Fee) is awarded to Registered Student Organizations (RSOs), Sports Club Council, Departments, and other similar entities on a yearly basis during the spring budget process; however, some money is set aside in the following accounts (which will be referred to collectively as 'Interim Accounts') for award throughout the year by the Budget and Allocations Committee:

A. Project Grants

B. Travel Grants

1202.02 The yearly budget process timeline is as follows:

### Month of Action

#### September

An e-mail will be sent to RSOs and Small Departments awarded an annual budget reminding them to review the A&S Manual and review procedures ~~for spending funds on applying for and~~ **spending allocated funds.**

#### October- December

The Budget and Allocations Committee will establish a date within this period deciding when annual budget requests will be due. The Budget and Allocations Committee Chair will notify the RSOs, Sports Club Council, and departments of annual budget requests due date via e-mail.

#### January/February

Budget and Allocations Committee will hold budget hearings. **Ex-officio members as defined in Chapter 300, Section (4) and Chapter 303, Section (2), Sub-Section (G) University of West Florida Student Body Statues, members of faculty, and members of administration who may benefit from, or may have a conflict of interest by attending said hearings, shall not be permitted to attend.**

#### March

The Budget and Allocations Committee will present to Senate. Following approval by Senate, the bill will be presented to the Student Body President and then the University President for signing.

April

A memorandum stating that all carry forward of excess funds requests are due ~~in a month at a determined date no later than the 15<sup>th</sup> of May~~ will be sent to RSO's, Departments and Departmental Organizations.

June

The Budget and Allocations Committee ~~deliberates will hold deliberations~~ about requests to carry forward excess funds. Requests approved are announced to the requester via an e-mail ~~no later than the 15<sup>th</sup> of July.~~

- 1202.03 Only RSOs that are “active” as defined by the Student Involvement website may submit a budget request for an Annual Budget and are eligible to receive an Annual Budget. If an RSO is awarded an Annual Budget and becomes “inactive” as defined by Student Involvement website, the awarded funds may be swept into the main A&S Fee non-recurring account.
- 1202.04 Quorum consists of more than half of the Budget and Allocations Committee members, including the Budget and Allocations Chair, who have been duly elected or appointed and subsequently sworn in. No decision shall be made by the Budget and Allocations Committee without quorum present, except during summer and online voting, when the act of submitting a vote counts toward quorum for that decision.
- 1202.05 Majority Vote of the Budget and Allocations Committee shall decide any matter, except where otherwise noted. Majority Vote is defined as more than half of the total votes cast. The Budget and Allocations Chair may vote if his or her decision will affect the outcome. During summer and online voting, the Chair can be included in the regular vote count.
- 1202.06 A&S Non-Recurring Funds
- A. The Budget & Allocations Committee, by Three-Fourths Vote, has the authority to allocate these funds to projects, programs, or initiatives

that promote the mission of the organization and/or enhance University-wide student programming.

1202.07

The Budget and Allocations Committee has the right to add stipulations on all A&S funded accounts.