USG
Funding Policy
Town Hall

USG

Objectives

Improve communication between USG and Tier II organizations on spending levels.

To ensure that student fees are used to enhance the undergraduate student experience through funding of RSOs. (registered student organizations)

Ensure that Tier II funds are available for as long as possible into the year.

General Policies

USG

Policy 2.2

RSOs may not submit a Funding Request for less than $75

To discourage padding smaller requests to meet the $100 requirement

Policy 2.8

All Requests for amounts less than **$3,500** will only require one quote to be eligible. All Requests greater than or equal to **$3,500** will require quotes from three different vendors, or one vendor with justification when applicable. (Certain exceptions apply for travel.)

To encourage RSOs to find cheaper alternatives at the beginning of a request to avoid sendbacks.

Policy 2.11.1

Any on-campus event advertising must include the language "Open and accessible to all undergraduate students" and "Funded by USG."

Already something FSS have required in requests. This is specifying that requirement as an official funding policy.

Policy 2.14.3

... A Funding Request is subject to denial when <u>two</u> returns are exceeded (exemptions may be made if the funding staff did not request the same information for each send-back).

This speeds up request processing time and reduces workload on FSS. This rule does not apply if the request is sent back more than two times for <u>different</u> reasons.

Policy 2.23

Funding requests which are delayed <u>by 7 business days</u> due to unresponsiveness or incorrect information from the RSO or vendor may be rescinded if the Funding Student Staff cannot reasonably fund the request given the timeline.

Speeds up funding timeline and helps prioritize FSS work on responsive requests.

Policy 2.26.2.2

Weekly, the Funding Supervisor must identify the remaining Tier II Organization funds and provide that figure to the Communications Director to update RSOs on how much Tier II Funding has been allocated.

Increasing communication will help RSOs plan their funding timelines and prevent surprises.

Additionally, the Funding Supervisor will send out monthly emails to all Active Tier II RSOs including the amount of funding left in the Tier II Funding line item.

Improves communication, prevents surprises, and the emails can be used to communicate other funding information.

Contractual Services

Policy 4.2.1.3

Requests for speakers are capped at **$750/hour.**

Prioritizing funding to increase availability

Policy 4.2.1.4.1

The Funding Supervisor and Comptroller will have discretion based on the business justification given and its applicability to the RSO mission statement.

Relates to DJs, models, and dancers hired.

Travel
USG

Policy 4.4.2.1

USG may require an RSO to take an alternate form of transportation if the difference in cost is significant, or may otherwise partially fund a group only to the cost of a less expensive form of transportation <u>at the discretion of the Funding Supervisor or Comptroller.</u>

Specifies who exactly in USG can issue this requirement.

Policy 4.4.4.1

Travel for conferences and meetings will be funded at no more than <u>six</u> people per trip.

Increased from 4 people per trip, making conferences worthwhile.

Lodging for Dattco bus drivers will be funded at the local per diem rate.

Lodging for Dattco bus drivers will be funded!

Policy 4.4.9.2

For long distance Dattco bus travel, USG will fund multiple drivers per bus at the discretion of the Funding Supervisor or USG Comptroller.

Simplifies Dattco requests and codifies driver relief.

Equipment
And
Supplies

USG

Policy 4.5.5.1

RSOs must report all current and newly-purchased USG Funded inventory annually via the Inventory Reporting Form, sent out in February. Funding may be rescinded if the Inventory Reporting Form is not completed by the deadline.

We are required by law to keep track of all organization-owned inventory (supplies & equipment). Failure to follow this policy may result in legal action with the state of Connecticut.

Exemptions

Policy 5.12 (Being removed)

After the Funding Staff has rejected a funding request, the Comptroller may issue a Second Chance Exemption at the request of the RSO no more than one week after the Staff's decision, overriding the specific policies that the Funding Staff used to deny the request.

Was not used during FY24. Exemptions are granted for specific reasons as described in the Appeals section of the Funding Policies. There will be no practical change with this removal.

Open for discussion

Policy 2.19.1

An event will be considered "poorly attended" if the actual attendance is less than 20% of the expected attendance.

Currently there is no method to ensure funded events on campus are actually being attended. Increases accountability and can bring in useful event data for USG.

Policy 2.20

An attendee list including full name, NetID, and PeopleSoft Number of all RSO event, catering, and meeting attendees must be included in post-purchase documentation for Tier II funding requests.

Related to 2.19.1. This would help ensure students are attending events that receive USG funding. Attendance data collection can help inform future funding policy changes.

Policy 2.26.2.1

When the Tier II Funding budget line item reaches $150,000 remaining, new travel reimbursement requests dated after reaching $150,000 remaining will be subject to denial. The request may be denied at the discretion of the Funding Supervisor or Comptroller.

We need to make travel reimbursement changes for the sake of the budget. Either $200k cap on travel or stopping travel at $150k left in the Tier II budget.

Contact Information

Funding Supervisor, Bryan - fundingsupervisor@usg.uconn.edu

Comptroller, Sydney - comptroller@usg.uconn.edu

Questions
Comments
Concerns

USG

Thank You!

USG