

**STUDENT SENATE BILL 2019-1067**

**TITLE: 800 Code Revisions**

**AUTHORS: 800 Codes Revisions Ad-Hoc Committee**

**SPONSORS:**

CHAPTER 800 FINANCES GENERALLY (71-261, 76-261, 80-157, 80-223, 83-218, 90-141, 92-108 92-126, 93-123, 95-109, 96-114, 96-137, 97-131, 2001-141, 2004-107, 2005-122, 2006-107, 2006-122, 2007-139, 2008-119, 2010-119, 2011-108, 2011-118, 2012-108, 2012-114, 2014-115, 2015-115, 2017-109, 2018-111)

- 800.03 Student Organization - Any organized student group registered with the University of Florida Department of Student Activities and Involvement. This definition excludes consideration of Student Government and Student Government agencies and auxiliaries as being student organizations. ~~For the purpose of these statutes, academic organizations shall follow the same guidelines as student organizations except in the case of budget classification.~~
- 800.08 ~~Special Request—Money requested from the Allocations Committee throughout the fiscal year by new groups or established groups for projects or travel not previously budgeted.~~
- 800.09-08 Income - Student Activity fees constitute the income for Student Government. These fees shall be collected by the Controller of the University upon registration of any student and shall be held subject to allocation by the Student Senate.
- 800.4009 Disbursements – The payment of money from a specified fund.
- 800.404091 No funds shall be disbursed without the approval of the Student Body Treasurer.
- 800.4110 Student Body Treasurer – The Fiduciary Agent for all organizations and the Chief Financial Officer of the Student Body in accordance with the Constitution and Finance Law.
- 800.4211 Property Surveys - In accordance with policies established by Asset Management, the Student Government Finance Manager shall be responsible for the inventory and control of all property purchased under Activity and Service Fees. The

Finance Manager shall comply with all inventory requests, state law and university policy.

- 800.13 12 Carry Forward Funds - At the end of each fiscal year, all money remaining in active ~~Special Requests~~, ADA, Student Government Copies line, Vehicle Maintenance, and Outside Revenue will carry forward to the next fiscal year.
- 800.14 13 Fiscal Year - The fiscal year of the Student Government of the University of Florida shall be from July 1 to June 30.
- 800.15 14 Line Item Transfer - A transaction which transfers Student Body Funds allocated to an organization by Student Senate from their original line item into another specified line item of the same Student Government Funded Organization.
- 800.16 15 Attendance – The total number of University of Florida students present at an event or meeting.
- 800.17 16 Active Members – Average number of enrolled University of Florida students that attend general student organizational meetings, including cabinet meetings, as reported in budget submission. (Normally the weekly meetings held to discuss organizational activities/event.) This does not include how many people are on a listserv or how many students attend the large events held by the student organization in question.
- 800.18 17 Finance Law – The rules and regulations contained in, Student Body Statutes 800 Codes, UF Policy and Procedures and the governing laws and regulations as stipulated by the State of Florida.
- 800.19 ~~Umbrella Organizations – Any organization receiving funding from Activity and Service Fees which allocates those fees to sub-organizations.~~
- 800.20 ~~Sub Organization – Any student group receiving funding from an umbrella organization.~~
- 800.21 18 Sponsored Organizations – Any student organization which receives direct support from another University entity. This includes, but is not limited to space, direct guidance from paid university staff and/or faculty, resources, funding, etc. These may not be funded by SG.
- 800.22 19 Fundraising- Any activity considered to be a form of solicitation, including but not limited to letters of solicitation, alumni newsletters, or direct appeals for donations. Any efforts to raise money or donations to charitable causes.

- 800.~~23~~20 Travel – being reimbursed for expenses related to travel beyond UF’s campus. This does not include programming events held off campus. Travel can be classified into the following five (5) categories. Determination of category as to which proposed travel shall be categorized will be at the discretion of the Student Senate Budget and Appropriations Committee, ~~Student Senate Allocations Committee, or BOCC Special Request Committee as appropriate.~~
- 800.~~23~~201 Competitive Travel – Representing the University of Florida at competitions where awards are given for performance.
- 800.~~23~~202 Conference/Convention Travel – Going to national or regional meeting to gather best practices or current issues that impact the student organization.
- 800.23021 Conference/Convention Travel does not include travel that is solely for personal growth/development. The conference must be primarily for the gathering of information that can be shared with other UF students and cannot be simply a personal experience for one individual or a representative group. Conference/Convention Travel can be used for attendance at professional meetings that disseminate information for a given professional student organization.
- 800.~~23~~203 Developmental Travel – Travel with no registration fee. Travel is for a student organization or individual representing that student organization to learn from their experience. Most often, this entails group travel for the purpose of obtaining hands on experience regarding a subject matter that pertains to the skillset of the attendee(s).
- 800.~~23~~204 Relief Travel – Travel where an individual or a student organization does community service or performs services to disenfranchised/economically oppressed people from around the world. Provides aid and/or charitable services to residents of a community.
- 800.~~23~~205 Retreat Travel – Travel off-campus for the purpose of furthering a student organization or an individual member’s goals. This includes travel for experiences that cannot be shared with others. Examples include, but are not limited to, religious spiritual retreats; spiritual development, personal growth retreats.
- 800.2421 Dual - Use Specialized Equipment – One-time purchases (non-recurring) of specialized equipment that supports more than just the student organization making the purchase. This includes, but is not limited to, equipment for the

support of academic studies, auxiliary use, or research (even though student organization usage can be justified).

- 800.~~25~~<sup>22</sup> Exclusive-Use Durable Goods – One-time purchases (non-recurring) that are used exclusively by student organizations. Normally the item will either cost more than one thousand dollars (\$1,000) with a service life of three or more years or be considered pilferable and thus must be inventoried per UF regulations.
- 800.~~26~~<sup>23</sup> Consumable Goods – Items that are consumed in support of the process for which they were bought.
- 800.~~27~~<sup>24</sup> Promotional Items – Advertising items given to a person for the purpose of promoting an event or organization.
- 800.~~27~~<sup>24</sup> If funded by Student Government, these items must have the SG logo on them, or the phrase “funded by Student Government”. Further, no group may charge any monetary amount in exchange for a promo item.
- 800.~~28~~<sup>25</sup> Off-Campus Recreational Activities – Any activity that requires a fee (entrance, usage, rental) for a person to participate not located on UF property. This includes but is not limited to rock climbing, camping, tubing, paintball, bowling, laser tag, etc.
- 800.~~29~~<sup>26</sup> Travel Grants – Those funds that are allocated to an organization as a lump sum travel amount to pay for travel expenses. ~~Only three Student Government Funded Organizations hold this type of travel funding. These are the Graduate Student Council, Health Outreach Assembly, and Board of College Council Special Travel Request Fund.~~ Travel Grants shall be allocated by the Travel Grant Sub-Committee. All other funded travel is set by the Budget and Appropriations ~~and/or Allocations~~ Committee on a per trip basis.
- 800.~~30~~<sup>27</sup> Mass mailing- Identical mail exceeding 10 pieces.
- 800.~~30~~<sup>27</sup> Materials intended for mass mailing cannot be funded by Activity and Service Fees.
- 800.~~31~~<sup>28</sup> Annual Report – Effective expenditure rate of a given organization over a Fiscal Year time period.
- 800.~~32~~<sup>29</sup> Student Government Sponsored Concerts – Only those concerts produced or co-sponsored by Student Government Productions.

- 800.~~33~~30 Personal-Use Consumable Items – Material that is inherently used by only one (1) person and cannot be re-used by someone else.
- 800.~~34~~31 Sport-Focused Organization – A student organization whose primary goal is to pursue a physical recreational activity that includes, but is not limited to, organized or competitive sporting events, any activity requiring physical conditioning, or physical activity.
- 800.~~35~~32 Culinary-Focused Organization – A student organization whose primary goal is to pursue educational activities within the culinary arts including, but not limited to, cooking classes and event planning in the culinary industry.
- 800.~~36~~33 Food Ingredients – Any food item that is combined with other food items to create a specific meal or dish; these shall be considered a part of the programs line.
- 800.~~37~~34 Restrictive Activity- Any activity by a student organization that is meant to primarily serve a particular segment of campus and would intrinsically limit all students from participation.
- 800.~~38~~35 PCard - A purchasing card that allows for goods and services to be obtained. This procurement card is designed for designated offices: UF staff, faculty, graduate assistants, and OPS employees to complete appropriate university business. All transactions must be approved by the funding source.
- 800.~~38~~1351 PCard purchases made by non-Student Government UF departments are NOT allowed.
- 800.~~39~~36 Blue slip - A form from SG Finance used in replacement of a PCard when completing on campus transactions and purchases to approved local merchants.
- 800.~~40~~37 Retroactive funding- The repayment of expenses or losses incurred.
- 800.~~40~~1371 The only permitted retroactive funding from Student Government is for outstanding obligations of an organization which overspent SG funds and has an approved Payment Law.
- 800.~~41~~38 Payment Law - A signed agreement between a student organization and SG Finance that ensures when a refund is due to Student Government because of the overspending of said student organization's budget, the student organization must pay the amount.

- 800.42~~39~~ Honorarium - Any vendor or individual providing a service on UF campus; a stipend agreed upon by both parties to cover expenses.
- 800.42~~1~~<sup>391</sup> Requests for student body funds to pay for travel expenses related to bringing speakers or performers to campus shall not be funded separately from the honorarium expenses.
- 800.43~~40~~ Teaching Supplies – Supplies or aides required to demonstrate and provide experience in the training of an individual with regards to an academic endeavor.
- 800.44 ~~Academic Organization—Any student organization linked to or associated with an academic department, college, major, or class.~~
- 800.45~~41~~ Decorations- Any item added to an object or place to make it look more attractive.
- 800.42 Organization Operational Budget- Annual budget approved by the Budget and Appropriations Committee that allocates funds for Student Government Funded Organizations for General Body Meetings, food for General Body Meetings, Marketing, Storage, and Awards.
- 800.43 General Body Meeting- A meeting held for the purpose of conducting official organization business and sharing information about the organization. These meetings are open to all student organization members.
- 800.44 Event- All student organization events or programs excluding General Body Meetings, as well as special projects through student organizations.
- 800.45 Overspending- Student organizations which receive operational budgets are solely responsible for not overspending their line item amounts as allocated by the Budget and Appropriations Committee.

CHAPTER 801 ADMINISTRATIVE REGULATIONS FOR ENSURING FISCAL ACCOUNTABILITY (95- 109, 98-128, 2006-122, 2008-119, 2010-119, 2011-118, 2013-115, 2014-115, 2015-115, 2017-109, 2018-112).

- 801.2 ~~Student Organizations are encouraged to refrain from opening outside bank accounts. Outside bank accounts will have bank fees, minimum balance requirements, and check printing charges. Outside revenue held by Student Government Finance is free banking for the organization. Only student organizations that are generating income requiring IRS designation as a non-profit entity should consider opening an outside bank account. Examples of such situations include working concessions or any legal framework where a student organization is treated as a sub-contractor.~~
- ~~801.21~~ ~~New sources of income that becomes available to organizations throughout the fiscal year shall be reported to the Treasurer within 15 days after that source becomes available but excluding groups who choose to have their own outside bank.~~
- 801.32 No individual shall be an authorizing agent on any form in which they will receive any personal benefits.
- 801.43 All expenditures of Activity and Service Fees must have prior approval by the Student Body Treasurer. Subject to available funding, the Student Body Treasurer shall approve all expenditures unless deemed a violation of the 800 Codes.
- 801.4131 If the Student Body Treasurer initiates any requisitions, the Student Body President must be the sign off authority.
- 801.414311 Any violation of statute ~~801.4~~801.3 may be considered an Offense Against the Student Body and a meeting of Student Conduct and Conflict Resolution within the Dean of Students Office may be called to determine if ~~probably~~ probable cause exists for immediate flagging of the students' records.
- 801.4232 The Student Body President shall have approval authority over Student Government Administrative expenditures except for expenditures from the Vice Presidential Executive Cabinet, which shall be approved by the Student Body Vice President.
- 801.421321 If the Student Body Treasurer refuses to approve a request, a majority vote of the Student Senate shall compel the signature.

- 801.43~~33~~ Any expenditure of Activity & Service Fee money that has not been approved by the Student Body Treasurer shall not be considered a liability on the part of Student Government. The payment responsibility will fall upon the individuals who made the unauthorized purchase or request for service.
- ~~801.44~~ ~~In order for any umbrella organization to fund any sub-organization with Activity and Service Fees, the sub-organization must be properly registered with the Department of Student Activities and Involvement. Sub-organizations must comply with the same finance laws as the umbrella organization it is under.~~
- 801.54 Any organization or individual that violates ~~801.4~~801.3 by a purchase without prior approval shall be required to submit a detailed written justification stating all circumstances surrounding the occurrence. ~~The Student Body Treasurer shall then have reasonable discretion in approving the request.~~
- 801.51~~41~~ All justification required by ~~801.5~~801.4 must have documented acknowledgement of the following:
1. Organizational President and Treasurer,
  2. In the absence of the organizational President or Treasurer, an organization is permitted to have another Executive Board member's signature.
- ~~801.52~~801.42 If the Student Body Treasurer ~~deems the circumstances unreasonable~~ determines the expenditure is in violation of the 800 Codes, the payment responsibility will fall upon the individuals who made the unauthorized purchase or request for service.
- ~~801.53~~801.43 After the first submitted and approved written justification each fiscal year, the Student Body Treasurer shall have the discretion to accept or approve letters of justification for additional violations of ~~801.4~~801.3 only for extreme and extenuating circumstances.
- ~~801.6~~801.5 In the event the Student Body Treasurer deems the justification as described in ~~801.5~~801.4 as inadequate; the student or student organization may appeal that decision to the Student Senate Budget and Appropriations Committee. The Chair of the Budget and Appropriations Committee shall preside over the appeal and may only vote in the case of a tie. If the Chair is unavailable, the Vice-Chair shall assume the role of Chair for the purposes of the appeal.
- 801.61~~801.51~~ ~~The aforementioned committee shall have full discretion in acceptance and approving all letters of justification and the respective payment.~~ The Student



Senate Budget and Appropriations Committee shall determine whether the expenditure violates the 800 code. If the committee determines that the 800 code has been violated it shall issue a written decision within 10 days, identifying the section that was violated.

801.62 ~~If the committee does not approve the letter of justification, the payment responsibility will fall upon the individuals who made the unauthorized purchase or request for service.~~

801.7801.6 Funding policy for groups structured around charitable works, philanthropic events, religious activities and lobbying efforts:

1. SG will fund these groups' nominal amounts for publicizing their existence on campus and in order for them to attract members. SG will NOT fund programming activities of these groups that directly relate to fundraising, philanthropic initiatives, or direct political lobbying efforts. Funding for programs that are designed to inform the Student Body of the student organization view and aimed at recruitment of new members is permitted.
2. Groups structured around religious activities may fund programming activities as long as they are ~~not classified as restrictive and~~ are open to any student on campus.
3. This policy is based on a need to prevent the use of public funds being used for fundraising, and or lobbying.

801.8 ~~Prioritization of funding for any student organization event shall be decided by evaluative criteria provided in overall benefit to the Student Body, which shall be determined by the following factors:~~

1. ~~Cost Ratio Per Person: Cost divided by anticipated attendance for an event.~~
2. ~~Alternative Sources of Funding: A&S Fees should be considered as the last resort if other funding sources are applicable~~
3. ~~Risk Management: Liability is low enough to lead to a favorable outcome~~
4. ~~Fiscal Responsibility: Appropriateness of the expenditure~~

801.81 ~~Factors that shall not be allowed:~~

1. ~~A Budget increase, not tied to the addition of sub-organizations, of over two hundred percent (200%) will not be allowed from one fiscal year to the next.~~

2. ~~Groups that do not spend at least fifty percent (50%) of their budget two years in a row shall be taken off the budget cycle and will follow new organization funding requirements as defined in Code 810.2.~~
3. ~~Student Organizations must achieve at least a 90% expenditure rate in order to receive the same total of funding or more for the following fiscal year.~~
  - a. ~~No request for unbudgeted equipment will be reviewed until 90% expenditure rate for the current fiscal year has been met.~~

~~801.9 In order to prevent excessive expenditures by student organizations at the end of the fiscal year from April 1st through June 30th, the Student Body Treasurer may exercise the power to freeze funds in excess of twenty five percent (25%) of the originally budgeted amount.~~

CHAPTER 802 LINE ITEM TRANSFERS (92-117, 92-142, 93-123, 95-109, 97-131, 98-128, 2006-122, 2010-119, 2011-118, 2014-115, 2015-115)

- 802.1 Line item transfers shall be subject to the following stipulations:
1. Up to fifteen hundred dollars (\$1500) in line item transfers ~~may~~ **shall** be approved by the Student Body Treasurer per semester and once during the summer at the written request of a student organization.
  2. Any line item transfer over the amount of fifteen hundred dollars (\$1500) or that transfers any amount of money into a travel, awards, or food line shall be treated as an authorization and must pass a two-thirds (2/3) vote of the Student Senate present and voting on one reading.
  3. All line transfers have to be approved by the Organizational President, Treasurer or designated member of the Executive Board.

CHAPTER 804 STUDENT GOVERNMENT PRINTING (71-120, 74-125, 74-177, 83-210, 90-141, 91130, 93-123, 95-109, 95-110, 95-127, 96-114, 97-131, 98-128, 2003-114, 2005-107, 2006-122, 2007-121, 2010-119, 2011-118, 2014-115, 2015-115, 2016-120)

804.11 All student organizations ~~receiving~~ **using** Student Body funds **on printed or publicity material shall** ~~or otherwise benefiting from Student Government sponsorship must credit said sponsorship/funding in publication of any and all printed or publicity materials by inclusion of~~ **include** the SG logo or a phrase similar to “funded by Student Government.” **This provision also applies to student organization events using student body funds.**

CHAPTER 805 OVERSPENDING (88-140, 88-144, 90-141, 93-123, 97-131, 2010-119, 2015-115)

- 805.1 ~~Overspending of line items is prohibited. Student organizations which receive line item budgets or special requests are solely responsible for not overspending their line item amounts as allocated by the Student Senate.~~
- 805.2 ~~If overspending of any line item occurs, the organization is responsible for reimbursing Student Government that amount. The amount overspent shall be taken from the Organization's:~~
- ~~1. Outside Revenue.~~
  - ~~2. Existing line items of its:~~
    - ~~a. Current fiscal year budget.~~
    - ~~b. Special request.~~
- 805.3 ~~If the student organization is unable to meet the obligation from the funds described in 805.2, the Organizational President and Treasurer must meet with the Student Body Treasurer to draft a payment law with a definite timetable.~~
- 805.4 ~~Failure of a student organization that has overspent Student Government funds to draft a payment plan within eight weeks of the occurrence, excluding summers, will constitute misuse of Student Body funds under Chapter 806 of the Student Body Statutes.~~
- 805.5 ~~Any payment plan for an organization that has overspent Student Government Funds shall be passed as a Bill of Law by the Student Senate. The Student Senate is not obligated to fund any outstanding obligations of an organization that has overspent SG funds. The only permitted retroactive funding from Student Government is for outstanding obligations of an organization which overspent SG funds and has an approved Payment Law.~~
- 805.51 ~~Prior to a vote by the Student Senate ratifying a Payment Law for overspent funds, the offending organization shall submit a written explanation of the cause of the overspending to the chair of the committee that funded the organization. This explanation shall be made part of the minutes of the Senate Meeting at which the vote takes place.~~
- 805.6 ~~Future funding of any organization that has overspent SG Funds will be contingent on the performance of the conditions stated in the established Payment Law. The Student Senate Budget and Appropriations Committee shall be the exclusive judge of such performance.~~
- 805.7 ~~Failure of any organization to complete the conditions specified in the Payment Law shall constitute Misuse of Student Body Funds under Chapter 806 of the Student Body Statutes.~~

CHAPTER 806 MISUSE OF STUDENT BODY FUNDS (71-120, 83-219, 84-115, 90-141, 92-127, 95-110, 96-137, 97-131, 2004-127, 2006-122, 2010-119, 2012-108, 2014-115, 2015-115)

806.3 ~~Should a group violate any law within the 800 Codes of the Student Body Statutes of the University of Florida Student Government, the Treasurer has the discretion to ask for a written explanation of the circumstances. The Treasurer will then have reasonable discretion to approve or not approve any monetary request related to the offense.~~

806.3<sup>13</sup> ~~Should a group violate any law within the 800 Codes of the Student Body Statutes of the University of Florida Student Government twice within a fiscal year, the Treasurer will have the reasonable discretion to suspend privileges of the individual or organization making the request~~ may suspend the privileges of the individual or organization making the request by citing the 800 Codes that were violated. ~~until Student Senate's Rules and Ethics Committee can meet to determine further course of action in the violation.~~

## CHAPTER 807 ADMINISTRATIVE REGULATIONS -AUTHORIZED TRAVEL EXPENSES (71-

120, 73-209, 77-191, 80-116, 80-223, 81-107, 81-118, 82-145, 83-223, 84-178, 84-200, 86-163, 87168, 90-141, 95-109, 96-114, 97-131, 97-139, 98-100, 2001-118, 2005-106, 2006-122, 2006-138, 2010119, 2011-118, 2012-108, 2013-108, 2014-115, 2015-115, 2016-120, 2017-109).

### 807.1 Travel Expense Regulations

1. ~~All travel must have prior approval of the Student Body Treasurer; under no circumstances can travel reimbursement be made for travel that did not receive prior approval. This pertains to all SG travel, despite source of funds.~~ Subject to available funding, the Student Body Treasurer shall approve all travel expenses in compliance with the 800 Codes.

807.4 ~~The amount allocated for a travel activity shall be on a reimbursement basis only. After completion of the travel activity, only Student Senate approved and receipted travel expenditures (excluding food costs) of the approved attendees may be refunded. The maximum amount reimbursed will not exceed three hundred fifty (\$350) per person per trip.~~

807.5<sup>4</sup> ~~Rules for compliance with recommendations for fiscal accountability on travel include:~~

1. All travel must have prior written approval from the Student Body Treasurer and the Student Government Finance Manager.
2. Student Government cannot be held responsible for costs incurred on a trip if prior written approval was not granted by the Student Body Treasurer.
3. All travel authorization forms (TARs) must be submitted and approved by the student organization President and Treasurer on the online

activity request system. turned in to the Student Government Finance office-at least ten (10) business days before the trip is to take place. Refer to 807.11 for special requirements in regards to travel. Exceptions to this rule may only be made in extreme-circumstances as detailed in a letter of justification signed by the organizational president-or treasurer and the approval of the Student Body Treasurer.

4. UF ID numbers and names of all students attending the trip is required for reimbursement of group travel.
5. Receipts must be turned into SG Finance within thirty (30) days after completion of travel.

807.65 If a student receives an SG funded travel grant, that student may not receive travel funding from a different SG funded student organization for the same trip.

807.76 Travel Requirements.

807.61 The maximum amount reimbursed will not exceed five hundred dollars (\$500.00) per person per trip. A student organization will not exceed two thousand dollars (\$2000.00) per trip.

807.71 ~~Relief Travel.~~

807.711 ~~All student relief trips must receive funding through Health Outreach Assembly and cannot be base budgeted by a student organization.~~

807.762 Conference/Convention Travel.

807.7621 Students going to the conference/convention as defined in Statute 800.25 are required to share the information gathered with as many other students at UF as is practically possible. This includes posting material online with regard to any research presented by the traveler or any materials permitted to be openly disseminated from a conference. Material that is protected by intellectual property data rights will not be publicly posted.

807.7621 No student shall be funded for more than one (1) conference trip per academic year. ~~Only four (4) students for the same conference will be funded for any given student organization. This clause may be suspended by approval of the Student Senate Allocations Committee or Budget and Appropriations Committees in the appropriate, respective circumstance. In order for this clause to be suspended by the Student Senate Allocations Committee or Budget and Appropriations Committee, the organization in question must show proof that all members of the organization had an equal opportunity to attend the conference in question. This must be heard by the Student Senate Allocations Committee or Budget and~~

~~Appropriations Committee during the fiscal year in which the travel will take place.~~

- 807.7623 Only expenses made by UF students may be reimbursed on conference trips. No staff, faculty, chaperone, non-student traveler, and/or advisor costs will be reimbursed under any circumstance.
- 807.763 Developmental Travel
- 807.7631 No student shall be funded for more than one (1) developmental trip (as defined in Code 800.26) per academic year.
- 807.7632 Only expenses incurred by UF students on developmental trips may be reimbursed. No staff, faculty, chaperone, non-student traveler, and/or advisor costs will be reimbursed under any circumstances.
- 807.733 ~~Developmental Travel can only be authorized by Board of College Council's Special Travel or the Student Senate Allocations Committee request process and cannot be base budgeted for in advance by student organizations.~~
- 807.7807.6343 No more than ~~three hundred fifty dollars (\$350)~~ five hundred dollars (\$500) per person will be spent on developmental trips.
- 807.764 Competitive Travel.
- 807.7641 Only expenses made by UF students may be reimbursed on competitive travel trips. No staff, faculty, chaperone, non-student traveler, and/or advisor costs will be allowed.
- 807.87 Students who use ~~Graduate Student Council's~~ The Travel Grant Sub-Committee's travel grants will post information presented at the conference on a website for all UF students ~~s~~ to access as maintained by Graduate Student Council.
- 807.871 ~~Graduate Student Council~~ The Travel Grant Sub-Committee will allow undergraduate students to access travel grants.
- 807.872 ~~Graduate Student Council~~ Travel Grants are limited to one (1) trip per student per fiscal year.
- 807.98 Travel Restrictions.

807.9~~8~~1 Any travel outside of the continental United States must be submitted to SG Finance NO LESS than twelve (12) weeks or ~~three (3) months~~ prior to the departure date of the trip.

807.92 ~~Only competitive and conference/convention travel can be base budgeted.~~

807.9~~3~~82 Activity and Service Fee money may not be expended on retreat travel or relief travel.

#### CHAPTER 808 ADMINISTRATIVE REGULATIONS - EXTERNAL CONTROL (71-120, 73-139, 80-

223, 82-145, 87-152, 88-106, 88-125, 90-141, 92-123, 93-123, 95-110, 96-114, 97-103, 97-131, 97-139, 98128, 2002-140, 2004-119, 2004-107, 2005-101, 2005-106, 2005-122, 2005-142, 2006-106, 2006-107, 2006122, 2007-113, 2008-150, Ballot Initiative 2009, 2009-113, 2009-128, 2010-119, 2011-118, 2012-108, 2014-115, 2015-115, 2016-120, 2017-109, 2018-111, 2018-114, 2018-115)

- 808.12 No Activity and Service Fee funds allocated to Student Government funded organizations are to be expended on any of the following purchases:
1. Plated food for events except when specified in a contract of Student Government or any of its agencies.
  2. Tips/Gratuities.
  3. Prizes, prize money, and scholarships.
  4. ~~Clothing that exceeds fifteen dollars (\$15) per item.~~
    - i. ~~Clothing must be for promotional purposes.~~
    - ii. ~~Groups may not charge recipient of the clothing.~~
  5. Expenditures in support of or against a political party at any level
  6. Expenditures intended to enhance a philanthropic organization that's main purpose is not serving the students at the University of Florida. Such items include but not limited to promotional materials and copies.
  7. Expenditures intended to directly influence federal, state and local legislation, executive actions or judicial decisions. ~~All lobbying efforts must be conducted through the External Affairs Director's Office.~~
  8. Expenditures to subsidize in whole or in part any private corporation.
  9. Rental of or expenditures towards functions hosted in private residences.

10. Postage.
11. Production of materials intended for mass mailing (see code 800.30 for definition).
  - i. Email is highly encouraged.
12. Any Activity considered to be a form of solicitation, including but not limited to, letters of solicitation, alumni newsletters, or resume mailings to potential employers.
  - i. A&S fees may not be used to raise additional money.
13. Any materials given to, or donated to be used exclusively by non-UF students.
14. ~~Any income paid from Activity and Service Fees to any member of a student organization or its sub-organizations for activities associated with the group or for any services provided by the member.~~ Payment to a member of a student organization for services rendered to the same student organization.
  - i. If compensation is pursued, only Outside Revenue may be used.
15. Graduation Parties/Socials/Ceremonies/Items:
  - i. Social gatherings that, as the primary purpose, celebrate the accomplishment(s) of graduating students.
  - ii. Graduation items include, but are not limited to, stoles, cords, etc.
  - iii. Any graduation Parties/Socials/Ceremonies/Items may be funded by outside revenue.
16. Personal use consumable items – material that is inherently used by only one (2) person and cannot be reused by someone else.
17. Awards, ~~line item may not be used, to pay~~ for speakers or performers.
18. Bar rental, which the State of Florida deems to be a venue that earns more than fifty percent (50%) of their profit from the sale of alcoholic drinks.
  - i. Student Activities and Involvement shall determine the proper contractual arrangements for any venue that normally serves alcohol during the hours of any student organization program.
19. Purchase or reimbursement for Gift Cards.
20. PCard purchases made by non-Student Government UF departments.
21. ~~Wet labs exceeding two hundred dollars (\$200) each.~~
22. ~~More than one (1) banner every two (2) years exceeding two hundred dollars (\$200).~~
23. ~~Cost of DJ's exceeding two hundred dollars (\$200).~~
24. Teaching Supplies (see 800.43 for definition).



25. ~~Cost of decorations (as defined by code 800.45) cannot exceed \$200 per event.~~
26. ~~Awards are limited to \$30 per item.~~
27. Food expenditures incurred on travel activities.
28. Relief Travel
29. Retreat Travel

808.121 ~~— The decision as to whether or not an event is to be considered a banquet as defined in 800.06 is at the sole discretion of the committee hearing the request.~~

808.13 No Activity and Service Fee money are to fund awards, recognition keys, etc. unless expressly allocated in the Annual Operational Budget. If approved in a student organization's ~~annual~~ operational budget, no more than five (5) percent of an organization's budget or one hundred dollars, whichever is greater, can be used for awards, recognition keys, etc.

808.14 ~~No Activity and Service Fee money shall be allocated to areas that fall under the obvious responsibility of University agencies. The Student Senate Budget and Appropriations Committee or the Student Senate Allocations Committee (whoever hears the request) must vote in favor on the validity of the request upon query by one of the committee members by two thirds (2/3) of the members present and voting.~~

808.141 ~~In the event a committee votes to not fund a group based on 808.14, that group has the right to appeal the decision to the full Student Senate. If no Student Senator is willing to sponsor an amendment or bill regarding the denial, the student group shall be informed by the chairperson of the committee that denied the request that have the right to present their complaint during Public Debate.~~

808.15 No Activity and Service Fee money shall be issued to a student organization until their constitution is ~~passed favorably by a majority of the Student Senate~~ ~~— Judiciary Committee.~~ on file and approved by Student Activities and Involvement.

808.16 ~~Any organization funded by Student Government realizing revenue from ticket sales shall use pre-numbered tickets and shall file a report accompanied by the unsold tickets with the Student Government Finance Office within ten (10) days of the event.~~

808.176 All activities that include spending on programs or food must be publicly advertised in order to ensure foreknowledge by the student body.

- 808.3 ~~Organizations funding Co-Sponsored Events.~~
- 808.31 ~~In order for any Student Government funded organization to request a speaker, performer, or entertainer of any kind, costing over one thousand five hundred dollars (\$1,500) the group must consult with ACCENT or Student Government Productions (SGP).~~
- 808.4 ~~Control of Food Expenditures.~~
- 808.43<sup>3</sup> All food expenditures shall be in compliance with the approved budget and shall be properly encumbered in accordance with the University Financial Services.
- 808.42.1 ~~Only the following entities, and the entities contained within each budget, will have the authority to spend Activity and Service Fee funds on food or food related items:~~
- ~~1. Student Government Administration—Account 602~~
  - ~~2. Student Government Operating—Account 626~~
  - ~~3. ACCENT—Account 601~~
  - ~~4. Student Government Productions—Account 627~~
  - ~~5. Student Government Special Requests—Account 641~~
  - ~~6. Student Government Funded Organizational Budget—SBS Chapter 822~~
  - ~~7. Student Government Academic Organizations Budget—SBS 824~~
- 808.43 ~~The organizations that may spend money on food must create a line in their organizational budget detailing the amount of money to be allocated for food.~~
- 800.44 ~~Organizations permitted to spend money on food may only spend a maximum of fifteen percent (15%) of their total budget (less travel portion of budget), or six hundred dollars (\$600), whichever is greater. This may be overridden with approval by the Student Senate Budget and Appropriations or Allocations Committee, respectively.~~
- 808.441 ~~Organizations meeting the definition of 800.35 shall be permitted to maintain fifteen percent (15%) of their budget as food and include the expenditure for food ingredients under programs.~~

~~808.442 — A maximum of three dollars and fifty cents (\$3.50) per head based on anticipated enrolled University of Florida student attendance for event will be budgeted for food for a given event.~~

~~808.443 — Travel may only comprise a maximum of forty nine percent (49%) of an organization's total budget except for those organizations that give Travel Grants as defined in code 800.29. \*\*\*~~

~~808.45 — Food expenditures incurred on travel activities will not be funded.~~

~~808.46 — Legislative Intent: This legislation is intended to allow student organizations to spend Activity and Service Fee money on food, while maintaining a system of control that ensures responsible spending activities. The use of food is intended for public activities. Food should be served in a public manner, such as a buffet style, and used to attract participants to an organizational event.~~

~~808.5 Requirements on Lobbying Contracts. All lobbyists or lobbying firms receiving Student Body Funds shall submit to the Student Senate by email, standard post or other method a written report of all activities carried out in fulfillment of the contract no less than once in the combined summer term, no less than once in the fall semester, no less than once in the spring semester while the Florida Legislature is in session, and once following the adjournment sine die of the Florida Legislature regardless of what semester that occurs. Such written reports shall be included as a discussion item on the agenda of the next meeting of the Student Senate after the report is submitted. Activity and Service Fee funding shall not be used to fund lobbying activities, lobbyists, or lobbying firms as defined in 808.51~~

808.51 Definitions:

1. Lobbyist— shall be any person registered on the Registered Legislative Lobbyist Directory pursuant to Florida Statute 11.045 or Registered Executive Lobbyist Directory pursuant to Florida Statute 112.3215.
2. Lobbying Firm— means a business entity, including an individual contract lobbyist that receives or becomes entitled to receive any compensation for the purpose of lobbying, where any partner, owner, officer, or employee of the business entity is a lobbyist.
3. Lobbying Activities- Means influencing or attempting to influence legislative action or nonaction through oral or written communication or an attempt to obtain the goodwill of a member or employee of the Legislature.

808.52 ~~Florida Student Association exception. Nothing in this section shall be construed to restrict the allocation, disbursement, or expenditure of Student Body Funds for dues and other payments to the Florida Student Association, Inc.~~

808.7 ~~Maximum amount that may be spent on homecoming parade events is three hundred dollars (\$300) per independent student organization. If organizations wish to combine float decoration money, they may have a maximum of eight hundred dollars (\$800) provided four (4) or more organizations are in the cooperative effort. Maximum amount for a cooperative homecoming parade event venture is two thousand five hundred dollars (\$2,500) provided ten (10) or more organizations are represented by the parade event. Maximum amount an umbrella organization can spend on a homecoming parade event is two thousand five hundred dollars (\$2,500) provided ten (10) or more sub-organizations are represented by the parade event. Student organizations cannot be funded for being represented on more than one (1) homecoming parade event.~~

808.87 All off campus activities, as defined in 800.28, will only be half (1/2) funded under the Programming Line under circumstances when there is an on-campus equivalent (or an on campus alternative that serves similar purposes). Student organizations should be encouraged to use on campus facilities for these activities.

808.871 Performance contracts may only be paid as earned income. SG will not reimburse performers for travel and travel expenses.

808.872 Student organizations meeting the definition of 800.34, as determined by Student Senate Allocations Committee may only seek Activity and Service Fee funding by application to Recreational Sport as a sport-focused organization.

808.83 ~~Student Organizational promotional items will be limited to one dollar and fifty cents (\$1.50) per item including setup and design charges (including having the SG logo or "funded by Student Government"), but excluding shipping/delivery/freight charges.~~

808.8473 Any fees for late cancellation of room reservations or no-shows must be paid from outside revenues.

~~808.85 Alterations in the amount of a project contained in an approved budget may not alter the total budget number for the affected organization. If the BOCC Special Request Committee or the Student Senate Allocations Committee wants to increase total budget of an organization by increasing funding for a given project, they may do so but only by two hundred percent (200%) of the original budgeted amount. Any increase in excess of two hundred percent (200%) per given project must be approved by the Student Senate Budget and Appropriations Committee.~~

808.8 Funding Limits:

1. Student Government Funded Organizations may receive up to five thousand dollars (\$5,000) per event. Total requests for a semester may not exceed twenty thousand dollars (\$20,000). Semesters are from July 1-December 31, and January 1-June 30.
2. Student Government Funded Organizations may receive up to fifteen thousand dollars (\$15,000) per fiscal year for honorariums.
3. Clothing must not exceed fifteen dollars (\$15) per item.
  - a. Clothing must be used for promotional purposes.
  - b. Groups may not charge recipient of the clothing.
4. Wet labs must not exceed two hundred (\$200) each.
5. No more than one (1) banner each year up to two hundred dollars (\$200).
6. Cost of DJ's must not exceed two hundred dollars (\$200).
7. Cost of decorations cannot exceed \$500 per event.
8. Awards shall not exceed \$40 per item.
9. A maximum of five dollars and zero cents (\$5.00) per head based on anticipated University of Florida student attendance will be budgeted for food for a given event.
10. Student Organizational promotional items will be limited to two dollars (\$2.00) per item including setup and design charges (including having the SG logo or "funded by Student Government"), but excluding shipping/delivery/freight charges.
11. The amount allocated for a travel activity shall be on a reimbursement basis only. After completion of the travel activity, only Budget and Appropriations approved and receipted travel expenditures (excluding food costs) of the approved attendees may be refunded. The maximum amount reimbursed will not exceed five hundred dollars (\$500.00) per person per trip.
12. Organizations may only spend a maximum of forty percent (40%) of their total operational budget on food.

13. Maximum amount that may be spent on homecoming parade events is three hundred dollars (\$300) per student organization.
14. All off campus activities, as defined in 800.28, will only be half (1/2) funded under the Programming Line under circumstances when there is an on-campus equivalent (or an on campus alternative that serves similar purposes). Student organizations should be encouraged to use on campus facilities for these activities.

808.9 If any changes to the 800 Codes are enacted, student organizations shall be notified via the student organization listserv of the changes within thirty thirty (30) days of the changes taking effect.

CHAPTER 810 ADMINISTRATIVE PROVISIONS – ACTIVITY AND SERVICE FEE USAGE REGULATIONS (96-114, 97-139, 2006-122, 2010-119, 2011-118, 2014-115, 2015-115, 2017-109, 2018116)

810.1 Pursuant to Florida Statute 1009, the Student Senate Budget and Appropriations Committee shall recommend to the Student Senate the allocation of the Activity and Service Fees for lawful purposes to benefit the Student Body in general, including but not limited to grants to duly recognized student organizations, the membership of which is open to all University students in compliance with the UF Student Non-Discrimination Regulation (1.006) without regard to race, ethnicity, creed, sex, sexual orientation, national origin, age, religion, disability, or any other classification as provided by law. ~~Such recommendations should be presented to the Student Senate as a Bill of Law.~~ The Big Three Budget Proposal shall be presented to the Student Senate as a Bill of Law. The Student Senate authorizes the Budget and Appropriations Committee and the Allocations Event Committee to hear event, travel, and Student Organization Operational Budget requests from Student Organizations. These requests will not require a Bill of Law, however the respective committee shall make the Student Senate aware of any approved requests within seventy-two (72) hours.

810.11 A Student Senator, with signatures from twenty voting members of the Student Senate, reserves the right to file a veto petition of any approved travel or Operational Budget request from the Budget and Appropriations Committee, and event request from the Allocations Committee, if the Senator believes the request violates a provision of the 800 Codes. The Senator must cite the code being violated in the veto request and must submit the petition to the Senate Secretary no later than seventy-two (72) hours after the Budget and Appropriations Chairperson or Allocations Chairperson has made the Student Senate aware of the approved request.

810.12 A veto of the travel or event request by the Student Senate would require a 2/3 vote of the members of the Student Senate present and voting at a regular meeting.

810.2 ~~In order for organizations to receive funding, the following guidelines must be followed:~~ Organizations will receive funding on a first come first serve basis as determined by the timestamp of submission to SG Finance. If multiple requests are submitted at the same time, and funding is not available to fully fund the requests, the requests will be pro-rated based on available funding. The Budget and Appropriations Committee and Allocations Event Committee will only amend an organization's budget request for compliance with the 800 Codes. The following guidelines will be used as evaluative criteria to provide available funding for travel and events to organizations:

1. Student Organization requests in accordance with 808.86 will be funded provided funding is available.
2. Organizations must be officially registered with the Department of Student Activities and Involvement.
3. Organizations must re-register each year with the Department of Student Activities and Involvement to complete eligibility requirements.
4. Organizations must allow ~~EIGHT WEEKS (8)~~ SIX WEEKS (6) for contracted and travel requests, and FOUR WEEKS (4) for all other events before receiving funds from the ~~Special Request process. Allocations Event Committee or the Budget and Appropriations Committee.~~
5. All signature authorities receiving Student Government funds must complete the annual Finance Training Class. Violations of this rule will result in organizational funds being frozen until the organization comes into compliance.
6. Organizations must not charge membership fees.
7. ~~New Organizations may not apply for funding until they have been registered with the Department of Student Activities and Involvement, and in existence for at least one (1) academic year [A Fall and a Spring semester in any order, but must be consecutive].~~
7. Organizations must have at least ~~twenty (20)~~ ten (10) active members in order to receive SG funding. Groups may be required to provide verification by means of a separate list of member UFID's and their email addresses. It is at the discretion of the Student Government Finance Office to contact the active members shown on the list by email to verify membership status. ~~A report shall be given to the Allocations Committee stating confirmation of twenty (20) UF~~

students having affirmatively responded that they are active members of the group.

- ~~8.~~ New organizations will not receive funding for travel until they have been placed on the regular budget cycle.
- ~~9.~~ New organizations must receive their funding first from the Student Senate Allocations Committee. They must be approved by and receive funding through the Allocations Committee for at least one (1) academic year [a complete Fall and a complete Spring semester in any order, but must be consecutive].
9. If a group fails to be registered with the Department of Student Activities and Involvement, they will no longer be eligible for funding and will forfeit any operational budget they received for that fiscal year.
- ~~10.~~ A new organization funded through the special request process must spend more than fifty percent (50%) of their funds in an academic year [a Fall and a Spring semester in any order, but must be consecutive] in order to be considered eligible for the budget cycle. If fifty percent (50%) or less of the funds are spent, the organization must remain under the Student Senate Allocations Committee for another full academic year. Upon a majority vote by the Student Senate Allocations Committee, this clause may be suspended.
- ~~11.~~ Student organizations will not receive funding for honorariums or speakers through the Allocations committee. Student organizations may receive funding for honorariums or speakers once they have been placed on the regular budget cycle.
10. All expenditures shall be in accordance with the University of Florida Finance Services payment procedures, rules, and regulations.
11. Student organizations can only receive student body funds if they are registered with the University of Florida Department of Student Activities and Involvement and adhere to Student Body Laws.
12. Student Organizations have not requested any expenditures in violation of 808.12.
13. All student organization expenditures requested meet the requirements of 808.8.



810.3 Organizations will receive funding on a first come first serve basis as determined by the timestamp of submission to SG Finance. If multiple requests are submitted at the same time, and funding is not available to fully fund the requests, the requests will be pro-rated based on available funding. The Budget and Appropriations Committee will only amend an organization's budget request for compliance with the 800 codes. The following guidelines will be used as evaluative criteria to provide available funding for operational budgets for organizations:

1. Organizations must be officially registered with the Department of Student Activities and Involvement.
2. Organizations must re-register each year with the Department of Student Activities and Involvement to complete eligibility requirements.
3. All signature authorities receiving Student Government funds must complete the annual Finance Training Class. Violations of this rule will result in organizational funds being frozen until the organization comes into compliance.
4. Organizations must not charge membership fees.
5. Organizations must have at least ten (10) active members in order to receive operational funding. Groups may be required to provide verification by means of a separate list of member UFID's and their email addresses. It is at the discretion of the Student Government Finance Office to contact the active members shown on the list by email to verify membership status.
6. If a group fails to be registered with the Department of Student Activities and Involvement, they will no longer be eligible for funding and will forfeit any operational budget for that fiscal year.
7. No Operational budget will contain funding for website design that exceeds five hundred dollars (\$500).
8. No operational budget will exceed three hundred and fifty dollars (\$350) in Awards.
9. Under the Operational Budget, an organization is only funding Promotional Items for Non-Events.
10. An organization can request food for General Body Meetings not to exceed five (5) dollars per head multiplied by the number of total active members.
11. An organization can request advertising for no more than twelve (12) General Body Meetings or general organizational advertising not to exceed two (2) dollars per head multiplied by the number of total active members per General Body Meeting.

12. Student Organizations that received funding for a storage unit during Fiscal Year 18-19 will be funded for a storage unit during Fiscal Year 19-20. During Fiscal Year 19-20 the Student Government Finance Office will work with each organization to evaluate off campus storage and determine if there is a suitable on campus alternative.

CHAPTER 811 ADMINISTRATIVE PROVISIONS – TRAINING REGULATIONS (98-128, 2006-126, 2010-119, 2011-118, 2014-115, 2015-115, 2016-120)

811.11 ~~If a new group is funded through the Allocations special request process, the organization must complete finance training provided by either the Student Senate Allocations Committee or Student Government Finance office within two (2) weeks of receiving final approval of their request.~~ If a new group is funded through Student Government, the organization must complete finance training within two (2) weeks of receiving final approval of their request.

CHAPTER 820 STUDENT GOVERNMENT RESERVES (92-142, 93-123, 95-109, 2000-101, 2002-110, 2006-136, 2007-133, 2008-106, 2008-132, 2010-119, 2011-118, 2012-108, 2014-115, 2015-115)

820.1 Any transfer of funding from Student Government Reserves shall be passed by the Student Government Executive Committee and then submitted to and passed by the Senate Budget and Appropriations Committee before being sent to the Student Senate for final approval. This bill shall be passed by a majority approval on two (2) readings and shall be subject to the Student Body Treasurer's approval or veto. If the bill is vetoed, it shall be placed on third reading and passed by a two-thirds (2/3rds) vote of the Student Senate, to override a veto. The Student Body Treasurer may only veto based on the 800 Codes that were violated by citing the specific code.

820.5 The Student Government reserve account shall contain a cash reserve of at least seven percent of the annual budget.

CHAPTER 821 BIG THREE BUDGET PREPARATION LAW (69-156, 70-100, 73-106, 79-180, 80-223, 81-118, 82-113, 82-145, 83-210, 86-164, 87-127, 88-125, 89-142, 90-141, 92-108, 94-111, 95-108, 95-110, 96-129, 96-137, 97-103, 97-131, 98-128, 2000-135, 2000-147, 2004-127, 2005-107, 2005-125, 2005-136, 2006-100, 2006-126, 2010-119, 2011-118, 2014-115, 2015-115, 2016-120, 2017-109, 2018-117)

821.41 ~~The executive board members of the Board of College Councils, the executive board members of the~~ **The President of the** Graduate Student Council, and the Gator Times will be notified by email about the Big Three budget. A press release will also be sent regarding the Big Three budget to local newspapers with significant campus distribution. This notification will be sent twenty-four (24) hours preceding Senate presentation. Students wanting changes to the bill must work with a Senator and submit said changes in the form of a written amendment.

821.42 ~~The language of the email described in section 821.41 shall be to the effect that: —The following is the link to the SG website where you can view the (insert fiscal year) Big Three Budget:~~ <http://www.sg.ufl.edu/Portals/0/Student%20Fee%20Breakdown.pdf?ver=2016-0727-110119-753>. ~~If you have any questions concerning this budget please contact the Student Senate office at 352-392-1665.~~

821.43<sup>2</sup> In the Activity and Service Fee Budget Act the passage of such a bill requires the bill to be passed by majority vote of those Senators present and voting in identical form at two (2) separate meetings of the Student Senate no closer than twenty-four (24) hours of each other.

821.5 The Activity and Service Fee Budget must pass on final reading **at least** seven (7) calendar days prior to the initial balloting of the fall election.

821.9 ~~The Special Request Fund will be allocated as a line item under the Student Government Budget.~~

CHAPTER 822 THE STUDENT GOVERNMENT FUNDED ORGANIZATIONAL BUDGET  
(92-126,  
95-110, 97-103, 98-128, 99- 120, 2000-135, 2000-136, 2001-116, 2004-103 2004-107, 2004-  
127, 2005-102, 2005-106, 2005-107, 2005-136, 2006-126, 2009-129, 2011-118, 2012-108,  
2014-115, 2015-115, 2016-120, 2017-109)

~~822.1 The Student Government Organizational Budget, and the Academic  
Organizations Budget shall be administrated by the Student Senate Budget and  
Appropriations Committee, and shall be presented as a separate bill of law for  
Student Senate consideration. Audio recordings will be made of the hearings for  
future references, and shall be kept for one (1) year after the  
Student Government Organizational Budget passes a second reading in  
the Student Senate.~~

822.2 The Budget and Appropriations Committee:

(a) Membership of the Committee shall be composed of:

- Eight members of the Student Senate, selected by the Replacement and Agenda Committee and approved through the Senate.
- One member of the Student Senate selected to serve as the Budget and Appropriations Committee Chairperson by the Replacement and Agenda Committee and approved through the Senate.

(b) The Budget and Appropriations Committee shall hear the following requests:

- Big Three Budget Proposals
- Student Organization Operational Budgets
- Student Organization Travel Requests
- Appeals stemming from decisions of the Allocations Committee.
- Appeals stemming from decisions of the Travel-Grant Sub-Committee.

(c) The Travel Grant Sub-Committee will be recognized as a sub-committee of the Budget and Appropriations Committee.

- Membership of the Travel Grant Sub-Committee shall be composed of:
  - The Graduate Student Council Executive Board
  - Students trained by GSC to review grants.
1. The Travel Grant Sub-Committee shall hear the following requests:

- Grants to students traveling domestically and internationally for conferences and professional development. Individual students in eligible departments may apply for the grants.
- (d) Appeals stemming from decisions of the Allocations Committee or the Travel-Grant Sub-Committee will follow the following guidelines:
- (i) The student organization President must submit an appeal to the Chair of the Budget & Appropriations Committee via email no later than seventy-two (72) hours after the decision of the Allocations Committee.
  - (ii) The student must submit an appeal to the Chair of the Budget & Appropriations Committee via email no later than seventy-two (72) hours after the decision of the Travel-Grant Sub-Committee.
  - (iii) The appeal must state the specific 800 code that the individual believes the Allocations Committee or the Travel-Grant Sub-Committee did not follow.
  - (iv) The Budget and Appropriations Committee will schedule a meeting no later than seven (7) days after receiving the appeal.
  - (v) The Budget & Appropriations Committee will solely review whether or not they believe the 800 code cited per 822.12(d)(iii) was violated. If the Budget & Appropriations Committee deems the cited code was violated, the committee can approve the appeal with the vote of two-thirds (2/3) of committee members present and voting.

822.21 Allocations Committee:

- (a) Membership of the Committee shall be composed of:
  - Eight members of the Student Senate, selected by the Replacement and Agenda Committee and approved through the Senate.
  - One member of the Student Senate selected to serve as the Allocations Committee Chairperson by the Replacement and Agenda Committee and approved by the Senate.
- (b) The Allocations Committee shall hear the following requests:
  - Student Organization Event requests

822.11 ~~The Organizational Budget hearings will begin at the beginning of the Spring term and end by the conclusion of the Spring semester. No hearings shall take place one (1) week prior to spring elections. Hearings will resume after spring elections.~~

822.443 Organizational budget hearing process Annual Budget Hearings

1. The Budget and Appropriations Committee, and Allocations Committee shall hold ~~annual~~ hearings as many times as necessary to determine the Student Organizational budget.
  - a. All organizational hearings shall be held pursuant to the terms of Chapters 821, 822, and 824 in the 800 codes of the Student Body Statutes.
2. The Budget and Appropriations or Allocations Chairperson shall call the meeting to order. In the Chair's absence, the Vice-Chairperson shall assume this responsibility.
  - a. The Chairperson shall begin introductions for the committee and may ask for the introduction of any official in the room for public record.
3. The Treasurer or designated fiscal representative of any student or academic organization shall present their budget for the ~~next fiscal year~~ event to the ~~Budget & Appropriations Committee.~~ Allocations Committee.
4. Following presentation, the ~~Budget and Appropriations~~ Allocations Committee shall hold up to five (5) minutes of discussion with the Treasurer or designated fiscal representative.
  - a. ~~Ex-officio members of the Budget and Appropriations may speak during this time.~~
5. Pro/Con debate regarding whether the funding requests complies with the evaluative criteria contained within the applicable 800 Code shall proceed discussion, consisting of three (3) rounds of three (3) minutes each.
  - a. There shall be a fourth and final round consisting of con and final privilege at four (4) minutes each.
6. The following shall serve as a template for a motion prior to a vote on a budget:  
 "Move to move (student/academic organization or Big 4 entity) request to (2nd or 3rd) hearings in the amount of " \_\_\_\_\_ "
7. During 3rd hearings, the template shall be adjusted as follows:  
 "Move to approve  
 (student/academic organization or Big 3 entity) for the (fiscal year) in the amount of " \_\_\_\_\_ "

  - a. Ex-officio members may not vote. Following the vote, the Chair shall call for the hearing's adjournment.

822.4 The Student Organization Operational Budget will be allocated as follows:

- Non-event organizational expenses
- Non-travel expenses

- The Organizational Operational budget will be divided between the Fall and Spring semester. Available funding for each semester will be determined based on the average total expenditures for all SG Funded Student Organizations for the last five (5) fiscal years.  
Ex: If student organizations have spent an average of 60% of funding during the fall semester over the last five fiscal years, then the Budget and Appropriations Committee will set a cap of 60% of available Student Organization funding for the fall semester for the upcoming fiscal year.

822.5 The Student Government Funded Organization Operational Budget must be approved by the Budget and Appropriations Committee before the last day of the Spring semester.

~~822.126~~ No budget hearings will be held during finals week of any term.

~~822.137~~ All Organizational Budgets will be compiled using computer software, which will be chosen by the SG Finance Office.

~~822.14 Organizations will have an annual budget goal as determined by the Student Senate Budget and Appropriations Committee.~~

~~822.15 Any student organization may submit a budget request in excess of the prescribed goal as determined by the Student Senate Budget and Appropriations Committee. The submitting organization must submit any amount exceeding the prescribed budget in the form of a supplemental budget to help prioritize funding. The excess budget request must include a detailed explanation for the additional funding requested.~~

~~822.168~~ The previous year's attendance and proof thereof from each of the organization's meetings shall be submitted within the organization's proposed budget.

~~822.179~~ The previous year's actual attendance to proposed programs shall be submitted within the organization's proposed budget. If the previous year's attendance is impossible to attain, or if there was no corresponding program during the previous year, then the estimated attendance of the program may be submitted.

~~822.210~~ All requests by organizations for funds are to be submitted to the Student Senate Budget and Appropriations Chairperson in the Spring semester of the fiscal year by a date and time specified by his/her office after



advertisement of the deadline at least thirty (30) days in advance over Docutraq and Gator Connect listservs.

822.211 The Student Government Finance Office will be responsible for notifying all relevant organizations as to forthcoming deadlines by campus advertisement and by e-mail. Organizations who have submitted budgets to be reviewed by the committee will be notified of their hearings by either electronic mail and/or phone at least forty-eight (48) hours before their hearing. Electronic notification is to be sent to the Organizational President and Treasurer e-mail address listed on the Department of Student Activities and Involvement website listing of organizations.

822.3 ~~The proposed Student Government Funded Organizational Budget shall be submitted to the Student Senate for review at least six (6) calendar days before consideration as a first reading. Amendments to the legislation must be submitted in writing to the Senate Secretary no later than six (6) calendar days after the affected legislation has been submitted to the Student Senate. After this date, amendments to the bill of legislation may not be adopted; however, amendments to the amendments may be made from the Senate floor.~~

822.31 ~~The Student Senate Budget and Appropriations Committee shall submit the proposed Student Government Funded Organizational Budget with a line item breakdown to the Senate Secretary no later than two (2) business days prior to presentation of the budget to the full Student Senate.~~

822.311 ~~The President and Treasurer of each funded organization will be notified by email using Docutraq listserv. This notification will be sent a minimum of two (2) business days prior to Senate presentation. Organizations wanting changes to the bill must work with a Senator and submit said changes in the form of a written amendment.~~

822.312 ~~————— The language of the email described in section 822.311 shall be to the effect that: — The following is the proposed (insert fiscal year) Student Government Funded Organizational Budget: (insert the summary of the budget line items). If you have any questions concerning this budget, or to reach your Student senator, please contact the Student Senate office at 3921665. The deadline to submit amendments to the Senate Office, Room 3000 J. Wayne Reitz Union, is (insert date and time). This budget will be considered by the full Student Senate on the first reading on (insert date, time and place).~~

~~822.32 The Student Government Funded Organizational Budget must be passed in identical forms by majority vote of those Senators present and voting at two (2) separate Senate meetings no closer than twenty four (24) hours together.~~

~~822.33 The Student Government Funded Organizational Budget must pass on final reading before the last day of the Spring semester.~~

~~822.4 Any budget or line item removed from the Student Government Funded Organizational Budget Act by the Student Body President or Student Body Treasurer by line item veto shall recur on the floor of the Student Senate no later than fifteen (15) days after the last veto message has been submitted to the Senate President.~~

~~822.41 Any budget failing to have its veto overridden may be submitted as a Supplementary Appropriations Bill to the Student Senate Budget and Appropriations Committee no later than fifteen (15) calendar days after the override vote is taken on the Senate Floor.~~

~~822.5 The Budget Act shall reflect all organizations requesting money even in the event that none is granted.~~

~~822.6 No Student Government Budgeted Organization can be funded for less than one thousand dollars (\$1,000). In the event a student organization cannot justify a budget over one thousand dollars (\$1,000), they will be given guidance on joining an umbrella group, pointed to other sources of funding on campus (departments, Dean of Students Office, etc.) or be included under SG Administration as deemed appropriate.~~

~~822.61 Best use practice of Advertising dollars is considered to be Social Networking sites (especially Facebook advertising, events, and groups) followed by listservs and flyers.~~

~~822.62 No Organizational budget will contain funding for website design that exceeds five hundred dollars (\$500). Websites for a student organization can only be overhauled every eighteen (18) months. Money for website creation will only be given if website complies with SG Networking technical requirements.~~

~~822.63 Student organizations wanting to create a website using A&S fee money must first go to SG Networking and make sure that it complies with their technical requirements. Additionally, all websites must comply with UF's Web Standards and UF's Acceptable Use Policy for content. SG Networking can host student organizations' websites for free.~~

822.7<sup>12</sup> Additional Provisions.

~~822.81~~<sup>13</sup> No student organization can buy software with A&S fee money unless it is owned by and purchased through Student Government and installed on a University of Florida owned asset.

~~822.92~~<sup>14</sup> All Student Organization Budgets will be compiled using computer software, which will be chosen and approved by the SG Finance Office.

~~822.93~~<sup>15</sup> Both academic and student organizations will follow the same set of rules and guidelines for budgeting and expenditure of A&S fee money.

~~822.94~~ ~~BOCC must follow the same set of rules and guidelines for special requests and special request travel as used by the Student Senate Allocations Committee.~~

~~822.95~~ ~~The goal of Student Government is for student organizations to achieve an effective expenditure rate of at least ninety percent (90%). The Student Senate Budget and Appropriations Committee must consider the effective expenditure rate of an organization during subsequent budget hearing deliberations.~~

~~CHAPTER 824 THE ACADEMIC ORGANIZATIONS BUDGET (2000-135, 2001-117, 2001-148, 2004-103 2004-107, 2004-127, 2005-104, 2005-136, 2006-126, 2010-119, 2011-118, 2012-114, 2014-115, 2015-115)~~

~~824.1~~ ~~The Academic Organizations Budget will consist of the following organizations:~~

- ~~1. Board of College Councils~~
- ~~2. Graduate Student Council~~
- ~~3. Any Satellite Campus governing body~~

~~824.11 The Academic Organizations budget hearings will begin at the beginning of the Spring term and end by the conclusion of the Spring semester. No hearings shall take place two (2) weeks prior to Spring elections. Hearings will resume after Spring elections.~~

~~824.12 The BOCC budget hearing will review the BOCC budgets to the same degree as the organizational hearings. Each college council will be~~

~~considered as an umbrella group and must present for the entire college before the Student Senate Budget and Appropriations Committee.~~

~~824.13 No budget hearings will be held during dead week or finals week of any term.~~

~~824.14 All Academic Organizations budgets will be compiled using computer software, which will be chosen by the SG Finance Office.~~

~~824.15 Academic Organizations will have an annual budget goal as determined by the Budget and Appropriations Committee.~~

~~824.16 Any organization may submit a budget request in excess of the prescribed goal as determined by the Student Senate Budget and Appropriations Committee. The submitting organization must submit any amount exceeding the prescribed budget in the form of a supplemental budget to help prioritize funding. The excess budget request must include a detailed explanation for the additional funding requested.~~

~~824.17 The previous year's attendance and proof thereof from each of the academic organization's meetings shall be submitted within the academic organization's proposed budget.~~

~~824.18 The previous year's actual attendance, or if impossible to attain or if there was no corresponding program, then the estimated attendance of all proposed programs shall be submitted within the academic organization's proposed budget.~~

~~824.2 All requests by academic organizations for funds are to be submitted to the Student Senate Budget and Appropriations Chairperson in the Spring semester of the fiscal year by a date and time specified by his or her office after advertisement of the deadline at least thirty (30) days over Docutraq and Gator Connect listserves.~~

~~824.21 The Student Senate Budget and Appropriations Committee will be responsible for notifying all relevant organizations as to forthcoming deadlines, providing each organization with any materials pertinent to the hearing process and answering any questions from the organizations about the hearing process by electronic mail, phone, and/or in person meetings. Organizations who have submitted budgets to be reviewed by the committee will be notified of their~~

hearings by either electronic mail and/or phone at least forty eight (48) hours before their hearing. Electronic notification is to be sent to the President and Treasurer e-mail address listed on the Department of Student Activities and Involvement website listing or organizations.

~~824.3~~ The proposed Academic Organizations Budget shall be submitted to the Student Senate for review at least six (6) calendar days before consideration as a first reading. Amendments to the legislation must be submitted in writing to the Senate Secretary no later than six (6) calendar days after the affected legislation may not be adopted, however, amendments to the amendments may be made from the Senate floor.

~~824.31~~ The Senate Budget and Appropriations Committee shall submit the proposed Academic Organizations Budget with a line item breakdown to the Senate Secretary no later than forty eight (48) hours after the final passage of the budget at the reconciliation meeting by the Student Senate Budget and Appropriations Committee.

824.311 The President and Treasurer of each college council and Graduate Student Council will be notified by email using Docutraq listserv. This notification will be sent a minimum of two (2) business days prior to Senate presentation. Organizations wanting changes to the bill must work with a Student Senator and submit said changes in the form of a written amendment.

824.312 The language of the email described in section 824.311 shall be to the effect that: — The following is the proposed (insert fiscal year) Student Government Funded Organizational Budget: (insert the summary of the budget line items). If you have any questions concerning this budget, or to reach your senator, please contact the Student Senate office at 392-1665. The deadline to submit amendments to the Senate Office, Room 305 J. Wayne Reitz Union, is (insert date and time). This budget will be considered by the full Student Senate on the first reading on (insert date, time and place).

824.32 The Academic Organizations Budget must be passed in identical forms by majority vote of those Senators present and voting at two (2) separate Student Senate meetings no closer than twenty four (24) hours together.

~~824.33 The Academic Organizations Budget must pass on final reading by the last Student Senate meeting of the Spring semester.~~

~~824.6 Any budget or line item thereof removed from the Academic Organizations Budget Act by the Student Body President or Student Body Treasurer by line item veto shall recur on the floor of the Student Senate no later than fifteen (15) days after the last veto message has been submitted to the Senate President.~~

~~824.61 Any budget failing to have its veto overridden may be submitted as a Supplementary Appropriations Bill to the Student Senate Budget and Appropriations Committee no later than fifteen (15) calendar days after the override vote is taken on the Senate Floor.~~

~~824.62 The Budget Act shall reflect all organizations requesting money even in the event that none is granted.~~

~~824.7 The BOCC is considered a single organization for the purpose of this chapter. However, any of its subsidiary college councils and organizations may, at the reasonable discretion of the Student Senate Budget and Appropriations Committee, be requested to appear during BOCC's budget hearings.~~

~~824.8 If a graduate student receives a Graduate Student Council travel grant, that student may not receive funding from the group travel funding of a student organization for the same trip pursuant to 807.6.~~

~~824.9 Additional Provisions.~~

~~824.91 No academic organization budget will contain funding for Alligator ads that are not a minimum of ¼ page in size.~~

~~824.92 All academic organizations must adhere to the same website rules as student organizations.~~

~~824.93 Both academic and student organizations will follow the same set of rules and guidelines for budgeting and expenditure of A&S fee monies.~~

~~824.94 All academic organization budgets will be compiled using computer software, which will be chosen and approved by the SG Finance Office.~~

~~CHAPTER 825 COLLEGE COUNCIL ANNUAL BUDGET PREPARATION (90-141, 97-131, 98-128, 2000-135, 2001-148, 2003-119, 2004-106, 2004-137, 2005-147, 2006-126, 2007-134, 2010-119, 2015-115, 2016-120, 2017-109)~~

### ~~825.1 Board of College Council (BOCC) Funding~~

~~The BOCC is responsible for annually coordinating the budget requests of each college council.~~

~~825.2 The BOCC Finance Committee will consist of the following BOCC officers as voting members:~~

- ~~1. Treasurer, as chair~~
- ~~2. President, as vice chair~~
- ~~3. Administrative Vice President~~
- ~~4. Operational Vice President~~
- ~~5. Secretary~~
- ~~6. The five elected executives at large~~

~~No more than two (2) students from any one (1) college may serve on the BOCC Finance Committee.~~

~~825.21 Ex officio members of the BOCC Finance Committee include, but are not limited to:~~

- ~~1. A member of the Student Senate Budget and Appropriations Committee, as determined by the Chair of the Student Senate Budget and Appropriations Committee.~~

~~825.22 Quorum to conduct business at Finance Committee hearings is a majority of the voting members, provided that the ex officio member from the Student Senate Budget and Appropriations Committee is present. If the ex officio member from the Student Senate Budget and Appropriations Committee is not present, quorum is three fourths (3/4) of the voting members.~~

~~825.3 The BOCC Finance Committee will recommend to the BOCC the annual budget proposal. The BOCC will then adopt or amend the proposed budget and submit it to the Student Senate Budget and Appropriations Committee for inclusion in the Academic Organizations Budget pursuant to 824.1~~

~~825.31 Money given to BOCC or a college council must be spent in accordance with Student Body Law. College councils will be given complete financial jurisdiction over any and all professional/academic/honor/social organizations related to their college or colleges. The organizations in their jurisdiction will not be eligible for separate funding, or special requests, from Student Government.~~

~~825.32 The BOCC Treasurer will work with the Student Senate Budget and Appropriations Committee and with the Student Body Treasurer, to insure that proper financial procedures are followed. This must include providing reasonable notice for all BOCC Finance Committee hearings to the Student Senate Budget and Appropriations Chair.~~

~~825.33 The BOCC Finance Committee in accordance with the guidelines determined by the University and Chapter 810 of the Student Body Statutes is responsible for the organizations classified under BOCC, in accordance with Student Body Law.~~

~~825.4 The BOCC's internal budget may include a special request line for programs and a special request line for travel pursuant to section 831.6 of the Student Body Statutes. No college council or any of its subsidiary groups may have lines in their budget for this purpose.~~

~~825.5 BOCC has the right to revert funds from College Councils who are not expending the funds allocated to them at any time during the fiscal year. This reversion must first be attempted on a voluntary basis decided by a discussion between BOCC and the affected College Council. The agreement between affected Councils is then forwarded to the SG Finance Manager. In the event no agreement can be reached, BOCC has the authority to revert funds back to the BOCC internal budget, pending approval from the Student Body Treasurer and the SG Finance Manager.~~



~~CHAPTER 831 SPECIAL REQUESTS (69-155, 74-170, 77-185, 77-190, 78-220, 80-223, 81-118, 81-145, 82-145, 83-210, 84-115, 87-152, 88-125, 88-137, 90-141, 93-123, 95-109, 97-131, 98-128, 2001-125, 2001-152, 2002-109, 2004-127, 2005-107, 2005-142, 2005-150, 2006-104, 2006-105, 2006-126, 2007-136, 2007-138, 2010-119, 2011-118, 2012-108, 2014-115, 2015-115, 2017-109, 2018-118)~~

~~831.1 All Student Senate Allocations Committee Special Requests shall be introduced by filing such requests with the Student Senate Allocations Committee Chairperson no later than five (5) days prior to the committee meeting at which it will be reviewed. The amount and purpose of the request and the group's constitution shall be submitted to the committee by the Organizational President or designated financial officer.~~

~~831.11 The Student Senate Allocations Committee shall hear all special requests. The recommendations of the Student Senate Allocations Committee shall go to the Senate floor upon Student Senate Allocations Committee approval; if the Student Senate Allocations Committee Chairperson deems that the request of an existing budgeted organization is too large for the Special Request Fund, he or she must pass the request to the Student Senate Budget and Appropriations Committee for a special request from Student Government Reserves.~~

~~831.12 New student groups seeking to get on the budget cycle must remain under the Student Senate Allocations Committee for an entire academic year. The appearance may be once for an entire year or for two consecutive semesters. Refer to Code 810.2 for additional information.~~

~~831.121 New student organizations seeking less than one hundred dollars (\$100) in funding must seek alternative funding. Referral to SG Cabinet or an umbrella organization is recommended.~~

~~831.122 Requests generated by non-student groups such as SG Cabinet or SG Administration are not eligible for the Allocations Special Request Process.~~

~~831.2 A Special Request submitted to the Student Senate Allocations Committee from a registered student organization should be received eight (8) weeks before the planned event. New organizations shall not be funded until their constitution has been approved by the Student Senate Judiciary Committee. Additionally, no Activity and Service Fee funds will be expended for services already under contract by a student organization who has not received Student Government approval prior to such an undertaking. There will be no retroactive funding.~~

~~831.21 All requesting groups must exhaust all other external potential funding sources before seeking student body funds. The committee hearing the request must approve by two-thirds (2/3) of the members present and voting that this requirement has been met before said committee can approve the request.~~

~~831.3 All special requests shall be given a positive or neutral recommendation by a majority of the appropriate financial committee shall be placed on the Senate agenda by the Student Senate Replacement and Agenda Committee. If a request received a negative recommendation, the chairperson of the appropriate committee shall be responsible for posting the request in the Student Senate office for not less than one week. This posting will include the nature of the request, the reason for negative recommendation, and the vote on the request. The reason for negative recommendation will be stated in the opinion of the chairperson based on debate within the committee.~~

~~831.4 On-campus housing projects shall fall under the jurisdiction of IRHA and/or Mayor's Council. Organizations deriving constituency participation in areas of academic professionalism and/or honoraria shall fall under the financial jurisdiction of the Board of College Councils (BOCC) and shall not be eligible to special request student body funds directly from Student Government unless approved by a majority vote of BOCC General. Organizations classified under the Board of College Councils Charter shall not be permitted to receive direct funding from Student Senate. Only with the umbrella organization requesting the money on behalf of the subsidiary organization can the subsidiary organization receive special request funds. 831.5 Any subsidiary organization disassociating from its umbrella organization is not explicitly entitled to any specific amount of money, regardless of its previous budgets. In appropriating funds, the Student Senate Allocations Committee will fund the organization as with the Student Senate's approval.~~

~~831.6 Funding Eligibility.~~

~~831.61 Events which receive Special Request funding for two (2) consecutive fiscal years shall thereafter be ineligible to receive Student Body Funds through the special request process, and shall only be eligible for funding through the budget process except for educational trip requests, which are unlimited.~~

~~831.62 The only eligible expenses to be requested for travel are those that are directly related to an organization's travel activity. This shall include, but not be limited to, registration fees, hotel expenses, and transportation expenses. Requests for student body funds to pay for travel expenses related to bringing performers or speakers to campus shall not be funded separately from the honorarium expenses.~~

~~831.63 No food costs incurred in connection with travel shall be reimbursed. The amount allocated for a travel activity shall be on a reimbursement basis only. After completion of the travel activity, only Student Senate approved and receipted travel expenditures of the approved attendees shall be refunded up to maximum of three hundred fifty dollars (\$350) per traveler.~~

~~831.64 The Student Senate Allocations Committee must make the determination that the requesting organization is student run, which means it functions without the direction or financial support of an entity outside of the organization. Indications that the organization fails to meet this task include: paid staff directing the organization, financial resources that cannot be transferred to Student Government Finance, and any other financial connections that dictate how the organization will function. Further indications include: operations housed in a facility off campus and selection of organizational officers if not done solely by UF students.~~

~~831.65 All Academic Organizations (as defined by code 800.44) seeking funds through the special requests process of the Student Senate Allocations committee shall be referred to the BOCC.~~

831.7 ————— Special Request Fund.

~~831.71 All requests submitted to the Student Senate Allocations Committee must include an itemized breakdown as defined by on line Allocations Request form. The sum total of each line item must equal the total amount requested.~~

~~831.72 No hearings shall take place two (2) weeks prior to Spring elections. Hearings will resume after Spring elections.~~

~~831.73 All proper requests shall be heard by the Student Senate Allocations Committee and submitted to the Student Senate for approval.~~

~~831.74 Pursuant to Article III, Section 7 of the Constitution of the University of Florida Student Body, no special request account shall remain open past six (6) months of second reading in Student Senate unless a waiver is obtained from the Student Body Treasurer.~~

~~831.8 New Special Events or new Activity and Service Fee entities will comply with training requirements comparable with other similar entities. All new Organizational Presidents and Treasurers must complete the annual Finance Training Class. Violation of this rule will result in entity funds being frozen until the individual(s) completes the training.~~

~~831.9 The Allocations committee will be the only place for student government funded organizations to purchase exclusive use durable goods and dual use specialized equipment. These purchases must be highly scrutinized.~~

~~831.91 Dual use specialized equipment, or any academic equipment, shall be funded at the discretion of the committee. Funding should not exceed without full disclosure of extenuating circumstances that would justify greater than fifty percent (50%).~~

~~831.92 Student organizations requesting dual use specialized equipment and/or exclusive use durable goods must have a site on campus or a Student Government rented storage unit to store the equipment or get exempted by special permission from the Student Senate Allocations Committee during the hearing. The storage required must be documented in written form and signed by the UF entity assuming custody of the material.~~

~~831.93 Dual use specialized equipment and exclusive use durable goods can NOT be included in the annual operating budget of any student organization and can NOT be funded through the Student~~

~~Body Treasurer's office. All one-time equipment purchases must go through the Allocations Committee and student senate before being approved by a majority vote of Student Senate.~~

~~831.931 — Examples of dual use specialized equipment include but is not limited to:~~

- ~~1. Lab equipment~~
- ~~2. Special High tech tools.~~

~~Any durable good item whose serviceable life is three or more years. See Code 800.24 and 800.25 for additional information.~~





