CLUB FUNDING POLICY

(1) **Purpose.** CSUCI Student Government funds all recognized clubs and organizations. This policy ensures the appropriate, transparent and proper disbursement of funds acquired through student fees.

(2) **Accountability.** The Student Government Senate and the Student Government Director of Finance.

(3) **Applicability.** All active clubs and organizations recognized by Student Life, except as provided by (5)(a)(ii)(1-3).

(4) **Definitions.**
   a. Throughout this document, “shall” and “must” are used in the imperative sense, “may” is used in the permissive sense, and the use of the masculine gender includes the feminine.
   b. The following terms or abbreviations are used throughout this document:
      i. **ASI.** Associated Students of CSU Channel Islands, Incorporated.
      ii. **Bylaws.** The Student Government Bylaws, as amended.
      iii. **Club.** Any on-campus organization recognized by Student Life.
      iv. **Material.** Icons, literature, idols, and other paraphernalia.
      v. **President.** The Student Government President.
      vi. **Senate.** The Student Government Senate.
      vii. **Student Fee.** Any monies paid by students as part of their per‐semester fees for supporting Associated Students, Incorporated.
   c. This document may be referred to as Senate Bill 10-01, or the Club Funding Policy.

(5) **Policy — Requests and Appropriations of Funds.**
   a. **General.** All recognized clubs and organizations must obtain prior approval of Senate for expending ASI student fee revenues for club purposes.
      i. No funds may be drawn from ASI student fee revenue, except in accordance with this Policy.
      ii. This Policy does not apply to—
         1. ASI entities,
         2. Sports clubs, or
         3. Instructionally-Related Activities funding for club programs.
   b. **Handling of requests.**
      i. Club Treasurers or Presidents will submit completed Fund Request Forms to the Student Government Director of Finance particularly describing the types and amounts of expenditures desired by their club.
      ii. The Director of Finance will present completed requests to Senate for discussion during a duly noticed open meeting.
Senate reserves the right to inquire club officers as to the purpose of the requested expenditures.

iii. Senate will vote on the club’s request at Senate’s discretion, in accordance with the Gloria Romero Open Meetings Act. Senate reserves the right to amend or modify any submitted request.

iv. The Director of Operations will record the results of the vote, and submit the completed request to the President, for their signature or veto.

v. If the President signs the request, the Director of Finance will authorize the release of funds to the club account.

vi. If the President vetoes the request, Senate may override such a veto at the next public meeting by two-thirds vote, in accordance with the Bylaws.

c. **Disbursement of Funds, Appropriations, and Accounting.**

   i. The Director of Finance shall maintain accounts for each registered club, and must present accounting information, including balances and a records of receipts and payments upon request, to any member of Senate or member of the public.

   ii. The President and Director of Finance may create regulations as necessary to ensure proper release of, and accounting for, funds appropriated by Senate.

(6) **Policy — Prohibited actions.**

   a. No club may be reimbursed for expenditures that have taken place without the consent and approval of Student Government. All club funding requests must occur through the formal approval process described in this policy.

   b. Student Government may not fund:

      i. Any expenditure in violation of the Operating Agreement between the Board of Trustees and ASI,

      ii. Requests from clubs whose membership is not open to the entirety of the student body,

      iii. Partisan political events or campaigns,

      iv. Material that is slanderous, libelous, or discriminatory,

      v. The purchase or distribution of illegal substances, alcohol, tobacco products, or weapons, or

      vi. Club officer or member salaries.

   c. Student Government may not fund clubs or organizations that infringe upon students’ rights or well-being.

   d. Nothing in this policy shall be construed to limit Senate’s Bylaw authority to appropriate funds at its discretion, nor the President’s Bylaw authority to veto appropriations of Senate.

   e. No club officer, official, or member may personally derive any benefit or gain, or receive preferential treatment related to the purchase of equipment, supplies, or services for their club or organization.