

Chapter 804 A&S Fee Proviso Language

804.1. Purpose

- 804.1.1. This chapter serves to outline the funding conditions for the allocation and expenditure of A&S Fees Proviso in the current fiscal year.
- 804.1.2. This chapter shall replace the previous A&S Fee Proviso, which shall be archived and used for the remainder of the current fiscal year.

804.2. Restricted Reserve Allocation

- 804.2.1. The ASRC shall set aside an amount between 5% and 10% of the projected revenue to be used if fee collections are fewer than projected or in case of unforeseen circumstances as approved by the University President or designee.

804.3. Rules and Regulations for all A&S funded programs, services and activities:

- 804.3.1. All A&S funded programs, services, and activities that benefit the Student Body must be submitted with a detailed explanation and justification for each item.
- 804.3.2. Any event or service funded fully or partially by A&S fees shall be open to all USF students, free of any kind of charges unless specified otherwise within SG Statutes.
- 804.3.3.

804.3.14.2. In the event that the Senate is out of session, the Senate President shall have the authority to approve or deny the deviation on behalf of the Senate. In the event that this happens, the Senate President shall inform the Senate of the decision at the next regularly scheduled Senate meeting.

804.3.14.3. If a party does not respond within ten (10) business days of the request that party's decision will be considered an approval.

804.3.14.4. Once a deviation request from a department has passed Senate by a supermajority vote the deviation is valid for two (2) years, provided that the same items are being purchased.

804.3.14.4.1. Every two (2) years a new deviation request must be presented to Senate by the department.

804.3.14.5.

804.4. Rules and Regulations for Student Government

804.4.1. A&S fees allocated to Student Government may be **funded** to a maximum amount or maximum occurrence:

804.4.1.1. Shirts: \$10 per t-shirt

804.4.1.2. Long Sleeves: \$15 per long sleeve shirt

804.4.1.3. Polo's: \$35 per polo shirt

804.4.1.4. Food: \$10 per student in attendance per event

804.4.2. Telephones can be funded at a base rate of current IT charges or at last year's usage levels. New phones can be funded with proper justification. Existing telephones which have not been funded by July 1 of each fiscal year will be terminated by SBS or business office equivalent.

804.4.3. A&S Fees shall be allocated to the Federal Student Government Branches on the basis of the current fiscal year's enrollment rate respective to each campus

804.4.3.1. All Federal Student Government Branches shall request their respective budgets according to the current fiscal year's enrollment rate through their respective CAFC process.

804.5. Rules and Regulations for all A&S funded Student Success Departments

804.5.1. Only Student Government sponsored concerts may charge students.

804.5.1.1. Requests to hold a Student Government sponsored concert that charges students can be submitted by any A&S funded student affairs department.

804.5.1.2. Requests must be submitted to the Senate President and Student Body President at minimum twenty (20) business days prior to the scheduled concert.

804.5.1.3. The department must present to the se

- 804.6.1.4. SG may allocate for RSO capital assets, up to \$2,000 per FY.
- 804.6.2. RSOs shall be permitted to maintain some flexibility in the expenditure of their allocated A&S funds, however they shall not be permitted to:
 - 804.6.2.1. Expend greater than \$10 per USF student attendee for food at RSO events.
 - 804.6.2.2. Expend greater than \$10 per item, with the exception of \$12 for t-shirts in sizes XXL or larger, \$1,400 per FY on RSO promotional items.
 - 804.6.2.3. Expend greater than \$500 on non-event related items within 2 months of the end of the fiscal year.
- 804.6.3. RSOs shall not be permitted to expend any of their allocated A&S Funds on:
 - 804.6.3.1. Awards of cash value and/or scholarships
 - 804.6.3.2. Fundraising-related expenses
 - 804.6.3.3. Personalized clothing (i.e. individual products)
 - 804.6.3.4. Personal items not intended to be used as a promotional give-a-way or made available to the general student body, including but not limited to personal electronics, personal hygiene products, medicine/medical supplies, books or testing materials (not provided in the library and on a first come first serve basis), and personal groceries, determined at the discretion of SBS or business office equivalent
 - 804.6.3.5. Individual membership fees (except for competition participation fees)
 - 804.6.3.6. Door Prizes that are not first come first serve
 - 804.6.3.7.

- 804.6.4.1. Official USF-Owned Property (excluding personal living spaces)
- 804.6.4.2. Raymond James Stadium (for USF Home Games)
- 804.6.4.3. Religious and Spiritual Life property (excluding personal living spaces)
- 804.6.4.4. A location approved by the respective Campus Council

804.7. Additional Rules and Regulations for Organizations under purview of the Sport Clubs Council (SCC):

804.7.1. A&S fees will not **fund** nor be **expended** on the following items:

- 804.7.1.1. T-shirts
- 804.7.1.2. Food

804.7.2. A&S fees may be **funded** and **flexibly expended** to a maximum amount listed below at the discretion of ASRC and/or the SCC Executive Board with the proper justification.

- 804.7.2.1. Personal equipment items
- 804.7.2.2. Membership dues only if required for the organization or individual to participate in a competition or conference
- 804.7.2.3. University Approved Coach/Instruction Fees: \$5,000 total per club

804.7.3. A&S funds may be expended to a maximum amount for travel per year listed below ("least cost" method will be used)

- 804.7.3.1. Total travel expenses: Maximum of \$20,000 per year

804.8. Additional Rules and Regulations for the Travel Grant Program:

804.8.1. Student organizations seeking travel funds may request a travel grant from the Senate Grants Committee, except for organizations within Funding Councils that have been allocated travel funds.

804.8.2. A&S fees may be **funded** and **flexibly expended** to a maximum amount for travel per year listed below ("least cost" method will be used):

- 804.8.2.1.

804.11.1. Each student traveling within the State of Florida may be awarded with a maximum of \$250 per fiscal year.

804.11.2. Each student traveling within the United States except in the state of Florida may be awarded up to an additional \$250 once per fiscal year.

804.11.2.1. No domestic traveler may be awarded more than \$500 per fiscal year.

804.11.3. Each student traveling outside of the United States may be awarded up to an additional \$250 per year to offset the cost of international travel.

804.11.3.1. No international traveler may be awarded more than \$750 per fiscal year.

804.12. In the case that travel is restricted for any and all USF campuses due to unforeseen circumstances, individuals who have been awarded the Conference Presentation Grant will be allowed to request for virtu.