

**2024/2025 Student Government Association
Student Organization Funding Process Quick Guide**

SGA Hearing Timeline

Fall 2024

- Hearing 1 – Applications open August 26th. Applications due Sept 9th. Hearing Sept 16th. Approval Sept 23rd.
- Hearing 2- Applications open Sept 30th. Applications due Oct 14th. Hearing Oct 21st. Approval Oct 28th.
- Hearing 3- Applications open November 4th. Applications are due November 18th. Hearing November 25th. Approval December 2nd.

Spring 2025

- Hearing 1 – Applications open January 13th. Applications due January 27th. Hearing February 3rd. Approval February 10th.
- Hearing 2 – Applications open February 17th. Applications due March 3rd. Hearing March 10th. Approval March 17th.
- Hearing 3 – Applications open March 24th. Applications due April 7th. Hearing April 14th. Approval April 21st.

Funding Eligibility: The guiding philosophy of the SGA Finance Committee is that funds should go toward current CSU students.

1. Only recognized and active student organizations may receive funding
2. Emerging organizations can request funds for recruiting events only

3. No organization shall receive more than \$4,000 for the academic year. No more than \$2,000 may be used for Travelling or off-campus events. Depending on the funds SGA will increase the limits.
4. \$500 will be used for food (It is negotiable depending on the events)
5. Each organization is entitled to a one-time, no questions asked, allocation of \$150 (subject to a \$4,000 funding cap). No hearing is required.
6. When the organization submits the application for funds the event date must be no later than the next hearing date. For a student organization to receive funding when applying, they must provide the SGA treasurer with quotes, invoices, screenshots, or any type of documentation explaining the budget breakdown for their request.
7. Travel requests must be submitted once funding has been approved. Travel forms must be submitted at least 45 days prior to travel.
8. For Questions and Clarifications on the financial process, please reach out to @sgatreasurer@csuohio.edu

Ineligible Expenditures

SGA cannot provide funds for the following requests:

1. The purchase of alcohol
2. Payment to organization members as compensation for performing or speaking
3. Scholarships of any sort to organizational members or local schools
4. Cash or Gift card payments including but not limited to stipends, prizes, or gifts to speakers.
5. Supporting political candidates in public elections

6. Donations to charitable organizations (though allocated funds can be used to sponsor fundraisers for such organizations, they cannot be directly donated)
7. Any event that may poorly represent CSU or doesn't support the university's code of conduct and policies
8. Events at locations deemed unacceptable by University Standards
9. Support to only organization members i.e. food for non-recruitment meetings, t-shirts for group members only, events that would only allow an attendance of a specific student population, induction ceremonies where all students are not invited, etc.
10. Events that charge students to make a profit.
11. Departmental Events put on by student groups. Student organizations should not be fronting for departmental purposes.
12. SGA cannot reimburse for anything that was bought online through Amazon.
13. SGA cannot reimburse any State of Ohio sales tax that might have been paid.