

# FINANCIAL POLICIES

*of the*  
University of Maine

## STUDENT GOVERNMENT, INC.

The following abbreviations are used throughout the policies:

University of Maine Student Government, Inc. – from here on written as “UMSG, Inc.”

Vice President for Financial Affairs – from here on written as “VPFA.”

Assistant to the Vice President for Financial Affairs – from here on written as “AVPFA.”

Division of Financial Affairs – from here on written as “DFA” (includes the VPFA, Assistant to the VPFA, FOA, Treasurer, and any Assistant Treasurers).

General Student Senate – from here on written as “GSS.”

Executive Budgetary Committee – from here on written as “EBC.”

Student Organization Recognition Policies – from here on written as “SORP Document.”

University of Maine - refers to the educational institution, located in Orono, Maine, recognized by the Government of the State of Maine.

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## **PART I Budgetary Procedures**

### **SECTION 1 – THE BUDGET PROCESS**

- A. The VPFA shall determine the budget timetable and submit it to the EBC for approval, following the guidelines set forth in Article VIII, Part II of the UMSG, Inc. Constitution. This timetable shall be comprised of the following events:
1. Date that budget forms are made available.
  2. ~~Dates~~ Dates that eligible Boards, Community Associations, Committees, Sports Clubs, and Divisions of UMSG, Inc. can meet with the VPFA to discuss their budget proposals before they are submitted to the EBC for consideration.
  3. Date which completed budget forms are due.
  4. Date of EBC meeting(s) to create preliminary and final budget proposals.
  5. Date when the VPFA will notify Boards, Community Associations, Clubs, Committees, and Divisions of UMSG, Inc. of any changes made to budgets.
  6. Date when the final budget proposal will be given to Senators for review.
  7. Date of GSS meeting(s) for consideration of the Annual Budget.
- B. Budget request forms shall be made available to all eligible Boards, Community Associations, Clubs, Committees, Sports Clubs, and Divisions of UMSG, Inc. on or before the third Monday of February. The budget request forms shall be returned to the DFA, according to the deadline set by the EBC.
- C. All eligible Boards, Community Associations, Committees, and Divisions of UMSG, Inc. requesting funding from the Annual Budget must send a representative to meet with the VPFA before budget proposals are submitted to the EBC for consideration.
- D. The VPFA shall conservatively estimate the coming year's revenue based on anticipated undergraduate enrollment figures. The EBC must approve these estimates. Enrollment estimates should be obtained from the University Of Maine Office Of Institutional Studies. The figures should be used as estimates and weighed accordingly when anticipating upcoming revenue.
- E. The EBC shall prepare a preliminary version of the Annual Budget which shall consist of at least the following:
1. The annual office budget for UMSG, Inc.
  2. The annual budget for Legal Services
  3. The annual budgets for the divisions of S. Entertainment and S. Organizations
  4. The annual budgets for all eligible Boards and Community Associations
  5. The annual budgets for eligible Committees of UMSG, Inc.
  6. The annual budgets for all eligible Clubs
  7. The annual budgets for all Sports Clubs
  8. All Compensation and Insurance Expense for the coming fiscal year
  9. Any current contracted special allocations
- The total of these expenditures shall not exceed expected revenue.
- F. After this preliminary version of the annual budget has been completed, each

organization requesting a budget shall be allowed to have a representative review this version and address the EBC. After hearing from all such representatives, the EBC shall prepare the final version of the Annual Budget that shall be submitted to the GSS for approval at least four (4) weeks before the end of the spring semester. The EBC shall be responsible for sponsoring a resolution to pass this final version of the Annual Budget as a single, non-divisible resolution.

- G. The VPFA shall prepare and present a categorical breakdown of every Boards', Community Associations', Clubs' and Committees' budget as part of the Annual Budget recommendation for the coming fiscal year. This categorical breakdown shall be submitted to the GSS along with the final version of the Annual Budget. Both the Annual Budget and the categorical breakdown must be made available to Senators for review at least twenty-four (24) hours in advance of the GSS meeting at which the budget will be considered.
- H. Boards, Community Associations, Clubs, Committees, and Divisions of UMSG, Inc. requesting money from the Annual Budget shall be given time to present on their budgets during the GSS meeting when the Annual Budget is considered in accordance with Rule 5, Section 8 of the Standing Rules of the GSS.
- I. The GSS may strike any line from the Annual Budget, including any line included in the budgets of Boards, Community Associations, Clubs, Committees, Sports Clubs, and Divisions of UMSG, Inc. provided that no contractual or other legal obligations are neglected and that these Financial Policies are strictly adhered to at all times. The GSS may also reduce or increase the dollar amount of any budget category, provided that no contractual or other legal obligations are neglected, that these Financial Policies are strictly adhered to at all times, and that no expenditures are made that exceed expected revenue.
- J. All budget requests will be broken down into the following categories, as printed on the Budget Request Form:

Boards & Community Associations

- 1. Advertising and Correspondence
- 2. Equipment and Materials
- 3. Office Expenses
- 4. Programs

Clubs

- 1. Advertising and Correspondence
- 2. Office Expenses

Committees

- 1. Advertising and Correspondence
- 2. Equipment and Materials
- 3. Office Expenses
- 4. Programs

Legal Services

- 1. Advertising and Correspondence

2. Office Expenses
3. Contract-Parking decal, Continuing Educ., Bar Dues/Registration
4. Law Library
5. Work Study Payroll
6. Salary (See Compensation Office Salaries)

Student Entertainment

1. Conference & Travel
2. Equipment and Materials
3. Office Expenses
4. Programs (includes all associated costs i.e. advertising & correspondence)
5. Work Study Payroll

Student Organizations

1. Advertising and Correspondence
2. Equipment and Materials
3. Office Expenses
4. Programs

Sports Clubs

- K. Office budgets approved for Clubs shall not exceed \$200.
- L. The EBC shall have the power to allocate funds to student organizations up to/equal to \$1000 through the GSS consent agenda. The GSS or cabinet may overturn such allocates by a 2/3 roll call vote assuming the funds have not yet been distributed.
- M. A set amount of Student Activity Fee dollars will be set aside in the annual budget for outdoor clubs. This amount will be an estimate of the club's collective needs, including but not limited to gear, storage supplies for gear, and safety equipment. The VPFA and the EBC will decide this dollar amount using an estimate from the prior two semesters to better reflect the actual unallocated for the upcoming fiscal year. Outdoor clubs may end up receiving more than the allocated amount at the discretion of the EBC through the regular additional funding request process.
- N. Sports Clubs receive support from student fees through Campus Recreation, which receives a portion of the unified fee or Student Government, depending on the club's Tier. The funds are distributed based on line item budgets. The amount each club receives from Campus Recreation or SGA is determined by the Tier the club belongs to within Campus Recreation at the end of each academic year. UMSG funds Club Sports who qualify for Tiers 1, 2, and 3. The VPFA will work with all Club Sports and Campus Recreation to pre-determine the Tier that each club will qualify for. If the club does not qualify for its goal tier, they will revert to the Tier which they qualify for.

As long as each sports club is finally recognized with UMSG & Campus Recreation, has completed the necessary service hours and fundraising dollars by each Tier, and has submitted all forms on time and attended all necessary meetings, UMSG will fund:

1. \$2,500 for Tier 3 sports.

2. \$5,000 for Tier 2 sports.
3. \$10,000 for Tier 1 sports.

Club Sports may end up receiving more than the allotted amount at the discretion of the EBC and GSS through the regular additional funding request process. The VPFA, EBC, and GSS retain the right to reject or accept any and all additional funding requests outside of the Tier system.

## **SECTION 2 — GENERAL BUDGETARY PROCEDURES**

- A. The UMSG, Inc. shall hold \$25,000.00 (\$20,000 in the UM Foundation and \$5,000 in a separate savings account) to be used as an emergency reserve account every year.
- B. No money shall be allocated or committed by any officer or representative of UMSG, Inc., for any purpose, either during the Annual Budget process or special funding considerations, without the approval of both the EBC and the GSS.
- C. If a line item within an office budget category has been stricken by either the EBC or the GSS, no monies may be allocated from within the existing office budget at any time during the fiscal year for the stricken line item. If an amount of zero has been indicated by the EBC or the GSS on a given line within an office budget, no monies may be allocated from within the existing office budget without the approval of the VPFA.
- D. Special considerations for funding may be considered throughout the year by the EBC and the GSS for finally-recognized organizations. These requests should be single, specific items or additional items.
- E. All eligible Boards, Community Associations, Clubs, and Committees which meet these guidelines and comply with the directives stated on all approval and update forms, shall be considered fairly and equally in all matters of funding regardless of all other factors.
- F. An organization that owes a financial debt to UMSG, Inc. or the University of Maine shall have their recognition suspended as determined by the Vice President for Student Organizations.
- G. Contract Approval
  1. Any contract that is for the hiring of personnel or rendering of services directly for UMSG, Inc. shall require the approval of the GSS, with the exception of contracts that fall under the jurisdiction of the Division of Student Entertainment.
  2. The contract shall be negotiated by the President of UMSG, Inc., a representative of the DFA – selected by the VPFA, and others deemed necessary by the President of UMSG, Inc. These additional members selected by the President of UMSG, Inc. shall be approved by the GSS.
  3. No contract may be signed until the approval of the GSS, the President of the UMSG, Inc. and the VPFA shall sign on behalf of UMSG, Inc. in all contracts of this type. In the absence of the VPFA, the AVPFA shall sign in place of the VPFA.
- H. Only employees classified as Contractual Employees or Service Employees as described under Article 2 of the Employment Policies of the University of Maine Student Government are eligible to receive summer compensation.

- I. No money shall be allocated for charitable donations and acts of kindness greater than \$50 in cash, other assets, or equity instruments. Charitable donations and acts of kindness less than or equal to \$50 in cash, other assets, or equity instruments may be expensed out of the President's or Vice President's Executive Fund.

## **PART II Student Government Office Guidelines**

### **SECTION 1— OFFICE POLICIES**

- A. The VPFA may move money from an existing category in the UMSG, Inc. office budget to another existing category. The VPFA must inform the GSS of any changes. The VPFA must attain the approval of the GSS to create new lines and/or categories in the budget, before any monies are spent on those line(s).
- B. Money will be used each year to purchase certificates of appreciation and a gavel for the President of the GSS.
- C. The President and Vice President of UMSG, Inc. shall each receive an Executive Fund of \$2,000. The Executive Funds may be used under the following guidelines:
  1. Shall not be used for personal expenditures.
  2. The President/Vice President must sign the check request as the requesting officer.
  3. The VPFA must approve or deny the check request before the check is issued.
  4. The President/Vice President must report all expenditures to the GSS at the meeting following the issuing of the check.
  5. Gifts paid for from the Executive Fund must be given in the name of UMSG, Inc.
- D. No monies shall be allocated to influence the selection, nomination or appointment of any individual to any federal, state or local public office or office in a political organization.
- E. The signatures of the VPFA, FOA, Treasurer and the AVPFA shall be on the UMSG, Inc. checking/savings signature cards. Only the VPFA and the AVPFA may be on any other UMSG, Inc. cards (to help with transferring the old/new signers). The AVPFA may write checks with the approval of the VPFA or the Treasurer.
- F. There shall be one audit of the UMSG, Inc., its Boards, Community Associations, and any other UMSG, Inc. entities by an outside accounting firm at the end of each fiscal year. The monies for this audit will be allocated in the office budget of the UMSG, Inc. An internal audit may be conducted on occasion and any recommended changes may be incorporated into these Financial Policies.
- G. The Holiday bonuses will be paid based on the following guidelines:
  1. The net value of one-half of a bi-weekly paycheck before taxes.
  2. Net \$25.00 per year for each fiscal year of UMSG, Inc., employment after year one.
  3. The maximum accumulation of these rates will net \$1,000.
  4. It will be at the discretion of the Executive Budgetary Committee to recommend whether bonuses will be given in a fiscal year or not and ultimately at the General Student Senate's discretion to approve bonuses.
  5. EBC will consider awarding the bonuses on the first EBC after Thanksgiving.
- H. The Vice President of Student Entertainment shall be compelled to report to the VPFA who will then report to EBC at each of its regular meetings on the current and upcoming business of the Division of Student Entertainment. Furthermore, the Vice President of Student Entertainment shall be compelled to report to EBC when the Division of Student

Entertainment offers to performers plans to finalize a contract of any kind or plans to write any checks. If there is not a meeting of EBC during a given week, then it shall be acceptable for the Vice President of Student Entertainment to submit his or her report to EBC electronically.

## **PART III Board, Community Association, & Club/Committee G Guidelines**

### **SECTION 1 – CLUB RECOGNITION**

- A. In order for a Club to be recognized, they must receive preliminary and final recognition from the GSS.
- B. A Club that has received preliminary recognition must wait seven (7) academic weeks (not to include summer session or scheduled University breaks) before they can receive final recognition.

### **SECTION 2 – OFFICE POLICIES**

- A. All eligible Boards, Community Associations, Sports Clubs, and Committees requesting funding from the Annual Budget must send their President or Treasurer to meet with the VPFA before budget proposals are submitted to the EBC for consideration.
  - Aa. The Additional Funding Request forms of UMSG, Inc. must include a section for the requesting party to agree to not use any monies allocated to the requesting party, by UMSG, Inc., for the advocacy for or against a candidate for public office, explicit pieces of legislation at the local, state, and/or federal level, or any other action that is explicitly illegal according to the Tax Code(s) applicable to UMSG, Inc.”
- B. Boards, Community Associations, and Clubs/Committees can take money from any category within their office budget to pay for any line within their office budget. Their total annual allocation will be treated as a lump sum figure where, provided a line item is included in the office budget, the expense will be covered. New lines will be created with approval of the EBC. If approved, the VPFA must inform the GSS of the changes.
- C. If a line item within an office budget category has been stricken by either the EBC or the GSS, no monies may be allocated from within the existing office budget at any time during the fiscal year for the stricken line item. If an amount of zero has been indicated by the EBC or the GSS on a given line within an office budget, no monies may be allocated from within the existing office budget without the approval of the VPFA.
- D. Special Considerations for funding for Boards, Community Associations, or Clubs/Committees:
  - 1. Requests for funding under or equal to \$1,000 will be considered throughout the year at EBC and may come up for a vote at the GSS should the GSS choose to do so.
  - 2. Requests for funding over \$1,000 will be considered throughout the year by the EBC and the GSS. These considerations will be presented in the form of a resolution submitted to the GSS after passing through EBC with a majority vote. Requests should be for single, specific items.
  - 3. A Board, Community Association, or Club/Committee requesting special

consideration funding over \$1,000 outside their budget must send their President or Treasurer to address the EBC and GSS, unless another representative is agreed upon with the VPFA.

- E. Board & Community Association information requirements for the yearly audit:
  - 1. The AVPFA shall retain all original Board & Community Association bank statements. These statements shall be filed in the FAO for the purpose of an audit. Photocopies of the statements shall be sent to the Boards & Community Associations for their records.
  - 2. Boards & Community Associations shall record, for the yearly audit, information on all other sources of funding including, but not limited to, dues of members and ticket sale revenue at programming events.
  - 3. The DFA shall retain all invoices and receipts that document how UMSG, Inc. funds were spent and have them available should that information be necessary for the yearly audit.
- F. The EBC may revoke any Board or Community Association officers' authorization to handle Board or Community Association finances if the EBC feels he/she is unqualified. An appeal can be made to the GSS in the case of a disagreement between the Board and the EBC.
- G. All bookkeeping procedures designed by the DFA shall be adhered to by all branches of UMSG, Inc., including its Boards, Community Associations, and Club/Committees.
- H. All organizations funded by the UMSG, Inc. must keep an accurate record of all their expenditures (outside of UMSG, Inc. funds) and may be subject to an audit by the DFA or an appointed agent of that office.
- I. All Clubs which are associated with a Department of the University of Maine are required to seek funds from that Department. If funds are not available, a letter is required from the department head stating why.
- J. Proof must be rendered that all clubs requesting funding have sought alternative sources of funding.
- K. A Board, Community Association, or Club/Committee found to be using student activity fee money for purposes outside the stipulations on activity fee usage, as defined in the Board of Trustees Guidelines, the Constitution of the UMSG, Inc., or stipulations adopted by the GSS, shall lose all remaining money for that fiscal year.
- L. No monies shall be allocated to any Board, Community Association, or Club/Committee to influence the selection, nomination, or appointment of any individual to any federal, state, or local public office in a political organization. Any Board, Community Association, or Club/Committee which funds such a candidate shall repay any activity fee monies spent on that candidate and will be subject to a review by the EBC in which they could lose their funding for a period up to one year.
- M. No monies shall be allocated to Boards, Community Associations, or Clubs/Committees for the purchase of gifts, trophies, prizes, or alcohol (including, but not limited to, cash bars). The Membership Committee is allowed to purchase senior gifts up to a total of \$100 per outgoing senior members of UMSG, Inc.
- N. No monies shall be allocated to any Board, Community Association, or Club/Committee for lines requesting funding for fuel, gasoline and diesel, tolls, and/or parking.
- O. No monies shall be allocated to any Board, Community Association, or Club/Committee for events or programs that have previously taken place. Such funding shall be considered



back-funding and shall not be considered as a legitimate allocation.

- P. If a main motion allocating funding to any Board, Community Association, or Club/Committee is made on the floor of the GSS, a copy of the budget for the proposed funding must be presented to the VPFA and every Senator present at the meeting in order for the motion to be considered. Failure to provide a copy of a budget to the VPFA and every Senator present at the meeting shall result in the inability to receive funding through said motion.
- Q. All requests for photocopying, printing, or advertising must be accompanied by an example of the item printed.
- R. Monies shall only be allocated to Clubs and Committees for line items requesting funding for apparel for all current active members that displays a UMSG logo. Apparel funding will only be considered for reasonably priced items. The VPFA and EBC retain the right to reject any and all apparel designs at their discretion.
- S. No monies shall be allocated to any Club/ Committee to cover the salaries or dues of any Club/ Committee members or officers.
- T. UMSG, Inc. shall assume no responsibility for late fees or costs incurred for damages, and will only pay for the discounted amount where applicable.
- U. Board, Community Association, and Club/Committee Money Requests:
  - 1. All Boards, Community Associations, and Clubs/Committees that apply to receive funds from UMSG, Inc. are required to have a checking account with University Credit Union.
  - 2. Boards, Community Associations, and Clubs/Committees will complete a Money Request Form for approved items to the AVPFA after noon on Thursday, with availability the next day. Failure to do so will result in a delay of releasing funds.
  - 3. All money requests must be signed by either the President or Treasurer of the Board, Community Association, or Club/Committee.
  - 4. All receipts and contracts must be submitted within 15 days after the event takes place. Exception must get prior approval by the VPFA or AVPFA.
  - 5. Requests will be submitted to the FOA or AVPFA. If the request does not fall within the Board, Community Association, or Club/Committees' budget, UMSG, Inc. will not assume responsibility for the amount involved.
- V. "Other Funds" accounts of a Board or Community Association shall consist of any money not generated from the use of UMSG, Inc. funds and must be kept in a separate account.
- W. Any Board, Community Association, or Club/Committee may receive funding from the University or any Department of the University.
- X. No equipment purchased with Student Activity Fee money can be sold or given away without prior approval of the VPFA and the EBC. The EBC will decide the proper allocation of profits from any sales.
- Y. Contracts
  - 1. Persons to whom any money is allocated by the GSS or the EBC shall be required to sign, agree to, and comply with the Student Activity and Travel Contract.
  - 2. Any employee, officer, senator, representative, or otherwise associated member of UMSG, Inc. to whom any money is allocated by the GSS or the EBC shall be required to sign, agree to, and comply with the UMSG, Inc. Employee, Officer, or Member Travel/Activity Acknowledgement.

3. Violation of these contracts by any agreeing party will result in immediate legal severance and separation. Any violators of the contract will cease to be representatives of any kind for the UMSG, Inc.

### **SECTION 3 – POLICIES FOR HOLDING EVENTS ON CAMPUS**

- A. No monies shall be allocated for the purchase of lodging or food for any Board, Community Association, or Club/Committee except in the case of their speakers/performers, approved travel, the purchase of food for display at educational programs and for meals (i.e. community suppers), and refreshments at on-campus events. Such events put on by a Board, Community Association, or Club/Committee must be open to undergraduate students. These meals should not exceed the price of \$12.50 per undergraduate student per event. The EBC should judiciously evaluate requests for food-related allocations with consideration to this guideline.
- B. No money shall be spent on programming events during any scheduled University break, unless approved by the EBC.
- C. All Boards, Community Associations, and Clubs/Committees are required to use a standard Student Government, Inc. engagement agreement/rider addendum for all their approved artist performances, in cases where the performer does not have an acceptable form of contract. Once these agreements are in place, a completed copy must be turned in to the FAO for payment in advance of the event date.
  1. All contracts related to speakers, bands, or other performers funded by UMSG, Inc. must be reviewed by the Legal Services attorney, the VPFA, and the Director of Campus Activities and Student Engagement before the artist or organization representative signs the document.
- D. The Student Government, Inc. attorney will determine if a rider is not necessary according to the amount being paid.
- E. No undergraduate may be charged for admission for an on-campus event funded by UMSG, Inc.. Upon infraction, an immediate one calendar year suspension of funding shall occur. The Board, Community Association, Club/Committee has two weeks to appeal to the Executive Budgetary Committee upon notification of the suspension of funds.
- F. If event includes a performer, artist, speaker or other engaged talent that elects to sell merchandise, said performer must remit to UMSG, Inc. 20% of all revenue generated at the engagement, so long as total revenue exceeds \$200.00. This payment must be made immediately following event, and Board, Community Association, or Club/Committee member must deliver funds to UMSG, Inc. Financial Affairs Office within the next business day. This policy may be waived only if mutually agreed to between talent and UMSG, Inc. in contract, or if no merchandise is sold.

### **SECTION 4 – POLICIES FOR OFF CAMPUS EVENTS**

- A. No monies shall be allocated for the purchase of food for travel and events that take place more than fifty (50) miles from the University of Maine campus.
- B. Money for approved transportation may be reimbursed with receipts. The number of vehicles used for transportation to an event must be less than the number of students

- attending and will be verified by the FOA before issuance of any reimbursement.
- C. University of Maine Vehicle-Use Policy and Regulations must be adhered to by all organizations. UMSG, Inc. will not pay for additional charges because vehicles were returned late or damaged. Funding may be considered for excess mileage.
  - D. Funding for lodging and transportation expenses will only be considered for undergraduate students.
  - E. \$250 per undergraduate student per event may be considered for airfare with the approval of the EBC.
  - ~~F.~~ \$200 per undergraduate student per event may be considered for registration fees or any other type of entrance fees with the approval of the EBC.
  - G. All organizations receiving an allocation for off-campus events are strongly encouraged to present to Senate at the first meeting after the concerned event. The purpose of this presentation is to detail to Senate what the event entailed, how UMSG monies were spent, and how the organization benefited from the event. If possible, all groups must do their presentation by the end of the fiscal year in which the funds were approved.
  - H. If a group for which UMSG, Inc., has allocated funds plans to travel to its event by motor vehicle, that group must do the following:
    - 1. Every driver for the group must complete a background check with the University of Maine's Motor Pool. This background check must be completed whether the group plans to use Motor Pool or not.
    - 2. If a group plans to rent its vehicle(s), then the group is required to either rent its vehicle(s) from the University of Maine's Motor Pool or, upon renting its vehicle(s) from a private insurer, do one of the following:
      - i. The group must purchase Liability Protection and Uninsured Motorist Protection for all drivers and vehicles.
      - ii. The group must provide documentation that the personal car insurances of all drivers covers rental cars.
      - iii. The group must provide documentation that the credit card used to rent the vehicle(s) covers liability and personal injury claims related to car rentals. Suitable documentation can be submitted either electronically or in a letter.

## **SECTION 5 – BOARD, COMMUNITY ASSOCIATION, AND CLUB/COMMITTEE ALLOCATION POLICIES**

- A. Boards, Community Associations, and Clubs/Committees will have 45 days from the day of allocation to spend additional funds that they have received from the EBC and the GSS. After that time, the money will be returned back to Unallocated. Appeals may be made to the EBC to hold onto the money for a longer amount of time should circumstances arise that would make it difficult for a Board, Community Association, or Club/Committee to take care of their expenses.
- B.** Should an event be canceled that has received additional funds from UMSG, Inc. the money will be returned to Unallocated.
- C.** Boards, Community Associations, and Clubs/Committees are to meet the requirements set forth within the University of Maine Student Government Media Request Form.

## **PART IV Financial Policies**

### **SECTION 1 – APPLICATION**

- A. These financial policies shall not be subject to suspension of the rules, thus the motion to “suspend the rules” with the intention of overruling this document to allow something in conflict with it to pass, is null and void.
- B. Any resolution proposed which is deemed in contravention of these financial policies by either the Vice President for Financial Affairs, the General Student Senate, or the Executive Budgetary Committee, shall be null and void.
  - 1. A resolution deemed in conflict by the VPFA or the EBC may be appealed to the General Student Senate, to be overturned only by 2/3 vote.
  - 2. A resolution deemed in conflict by the GSS shall be dead.

### **SECTION 2 – AMENDMENT**

- A. These financial policies may be amended by a 2/3 vote of the GSS with previous notice.

### **SECTION 3 - FINANCIAL SPONSORSHIP GUIDELINES**

- A. The advertising at any event which is funded by UMSG, Inc., by resolution before the GSS or by EBC shall be in complete compliance with the ***Financial Sponsorship Guidelines*** of UMSG, Inc.
- B. Consequences due to noncompliance with the Financial Sponsorship Guidelines shall be printed in that document which is the last page of the ***Additional Funding Request***.