



SENATE BILL #2834

TITLE: Changes to the Student Organization Funding Board Finance Policy Regarding the Minimum Number of Days Requirements for Requests

DATE INTRODUCED: October 28th, 2022


AUTHOR: Senators Bouma, Clapper, McGee, Petri, and Schliebe

SPONSORS: Senators Anderson, Engel-Cartie, Etchepare, Hacke and Willis; Student-at-Large Lavarell; Chief of Legislative Affairs Smith; Director of Student Organizations Acosta-Engavo


1. WHEREAS, the purpose of the Associated Students of the University of Wyoming
2. (ASUW) Student Government is to serve our fellow students in the best manner possible;
and,
3. WHEREAS, during the previous ASUW administration, the ASUW Finance Policy was
4. split into two (2) distinct policies and major changes were implemented; and,
5. WHEREAS, the current Student Organization Funding Board Finance Policy
6. requires that all funding requests for events be submitted no less than five (5) weeks
7. prior to the event date; and,
8. WHEREAS, it is currently up to the discretion of the members of the Student
9. Organization Funding Board (SOFB) committee to suspend Article 3, Section 3.01,
10. Subsection 3 when they see fit; and,
11. WHEREAS, many student organizations (SO) fail to comply with that section of the
12. Student Organization Funding Board Finance Policy when submitting their requests;
13. and,
14. WHEREAS, in previous years, members of SOFB have consistently suspended the
15. aforementioned section in order for the SO's requests to be considered and the Student

PASSED: 21-0-0

16. Organization Funding Board Finance Policy to not be violated; and,
17. WHEREAS, this five (5) week period was put in place to allow for all processes of
18. creating contracts with speakers and/or performers to be completed in the proper
19. manner; and,
20. WHEREAS, a small amount of event requests seen by SOFB over the previous years
21. have involved the creation of a contract for speakers/performers; and,
22. WHEREAS, the Student Organization Funding Board Finance Policy requires a
23. minimum of thirty (30) days for competition and conference requests in order for them
24. to be considered; and,
25. WHEREAS, a majority of SOs requesting funds for conferences and competitions have
26. already registered for the conference or competition and are seeking reimbursement.
27. THEREFORE, be it enacted by the Associated Students of the University of
28. Wyoming (ASUW) Student Government that the Student Organization Funding Board
29. Finance Policy be amended to reflect the changes in Addendum A, Addendum B, and
30. Addendum C; and,
31. THEREFORE, be it further enacted that these changes take place upon the passage of
32. this bill.

Date of Passage: November 8th, 2022 **Signed:** 
(ASUW Chairperson)

“Being enacted on November 8th, 2022 **, I do hereby sign my name**
hereto

and approve this Senate action.” 
ASUW President

Addendum A

Article 3. SO Events Funded by ASUW Funding Board

Section 3.01 SO Event General Application Procedures

1. Application forms for ASUW funding for SOs shall be made available online. ([Application forms link](#));
2. SOs may only receive funding when the program or activity is open to the entire student population and has a valid educational and/or enrichment purpose;
3. The SO shall submit an event application request to **Qualtrics** no less than **three (3)** weeks prior to the event. The ASUW Executive Branch will forward the application to the Chairperson of the SOFB and provide a copy of the request to each member of the SOFB;
 - a. **Requests for events without a speaker/performer or with a speaker/performer who does not require a contract must submit the request a minimum of three (3) weeks prior;**
 - b. **Requests for events with a speaker/performer that require a contract (following University regulations) or if the speaker/performer themselves requires a contract, must submit the request no less than five (5) weeks prior to the event;**
 - c. Exceptions to this rule for requests totaling up to \$3,500.00 shall be at the discretion of the ASUW SOFB;
 - d. All requests over \$3,500.00 shall be allowed no exception to the three (3) week application deadline and will be denied a meeting with SOFB and/or funding for the event;
 - i. SOs may appeal the denial of funding based on a failure to meet the deadline through the appeal processes outlined under Article 8, Section 8.01 and 8.02.
4. If a SO is unable to host the event on the specified date given to the SOFB at the time of the initial request, the SO is responsible for communicating the new date, time, and location of the event with the proper ASUW Executive as well as providing a reasonable justification for the change;
5. The availability of outside funding shall be considered and discussed before the SOFB grants requests. ASUW funds will not be granted when other such funding sources have not been explored and it is determined those sources are available and/or appropriate;

Addendum B

Article 4. Conferences Registration Fees Funded by ASUW Funding Board

Section 4.1 Conference General Application Procedures

1. SOs wishing to receive funds for conference registration fees may apply to the SO Funding Board. SOs may only receive \$1,500.00 for conference registrations per academic year.
 - a. Per “Year” is determined by academic competition start date;
 - b. Conferences beginning between July 1st and December 31st shall be defined as occurring in the Fall Semester;
 - c. Conferences beginning between January 1st and June 30th shall be defined as occurring in the Spring Semester.
2. Only ASUW fee paying students are eligible to receive funds for registration fees;
3. ASUW funds allocated through the SOFB for conference registration cannot be applied to travel, lodging, meals, or any other travel expenses. Additionally, for personal memberships in social, professional, or fraternal organizations;
4. SOs can apply for funding to the SOFB before the end of the current ASUW Administration, for conferences occurring during the summer and within the first five (5) weeks of the new academic year. Any approved funding will be allocated out of the fiscal year in which the conference occurs.

Addendum C

Article 5. Academic Competition Registration Fees Funded by ASUW Funding Board

Section 5.1 General Application Procedures

1. SOs wishing to receive funds for academic competition registration fees may apply to the SOFB. SOs may only receive \$2000.00 for competitions per academic year;
 - a. Per “Year” is determined by academic competition start date;
 - b. Competitions beginning between July 1st and December 31st shall be defined as occurring in the Fall Semester;
 - c. Competitions beginning between January 1st and June 30th shall be defined as occurring in the Spring Semester.
2. Only ASUW fee paying students are eligible to receive funds for registration fees;
3. ASUW funds allocated through the SOFB for academic competition registration cannot be applied to travel, lodging, meals, or any other travel expenses. They can be applied to monetary fees or physical materials for the competition registration;
4. SOFB will not fund personal memberships in social, professional, or fraternal organizations;
5. SOs can apply for funding to the SOFB before the end of the current ASUW Administration, for competitions occurring during the summer and within the first five (5) weeks of the new academic year. Any approved funding will be allocated out of the fiscal year in which the competition occurs.