



SENATE BILL#2906

TITLE: Revisions to the Student Organization Funding Board Finance Policy

DATE INTRODUCED: 10/10/23

AUTHOR: Director of Policy and Analysis Henderson

SPONSORS: The ASUW Student Organization Funding Board, President Smith, Vice President Petri

1. WHEREAS, the purpose of the Associated Students of the University of Wyoming
2. (ASUW) is to serve our fellow students in the best manner possible; and,
3. WHEREAS, the ASUW has the responsibility to ensure any and all finance policies
4. adhere to the University of Wyoming Regulations and the laws of the State of Wyoming;
5. and,
6. WHEREAS, the working documents of ASUW should be in agreement in order for the
7. Student Government to function properly; and,
8. WHEREAS, the ASUW is undergoing an internal audit to assess the agreement
9. and merit of any and all finance policies; and,
10. WHEREAS, the ASUW Student Organization Funding Board Finance Policy is one such
11. set of policies that should be amended to ensure agreement with the ASUW Budget and
12. Planning Finance Policy, the University of Wyoming Regulations, and the laws of the
13. State of Wyoming; and,
14. WHEREAS, the ASUW should amend its finance policies to comply with University
15. regulations and the laws of the State of Wyoming, but is in the process of
16. recommendations to change such policies through the Ad-Hoc Autonomy of
17. Expenditures Committee in the pursuit of fulfilling student needs.

18. THEREFORE, be it enacted by the Associated Students of the University of
19. Wyoming (ASUW) Student Government that the ASUW Student Organization Funding
20. Board Finance Policy be amended to reflect the changes shown in Addendum A; and,
21. THEREFORE, be it further enacted that these changes take effect immediately after
22. Passage.

Referred to: Programs and Institutional Development, Steering

Date of Passage: October 17th, 2023 **Signed:** 
(ASUW Chairperson)

“Being enacted on October 17th, 2023, I do hereby sign my name hereto and approve this Senate action.”

SABER SMITH

ASUW President

Addendum A

ASUW Student Organization Funding Board Finance Policy

Article 3. SO Events Funded by ASUW Funding Board

Section 3.01 SO Event General Application Procedures

6. In accordance with the law of the State of Wyoming, SOs may not receive funding for the purpose of loaning, giving credit, or making donations to or in aid of any individual, association, or corporation, except for necessary support of the poor;

Section 3.03 Speakers, Honorariums, Performers, and other Contracted Persons and Their Accommodations

1. If the event includes a speaker or performer, the SO must enter into a contractual agreement with the speaker or performer and must contact the ASUW Business Office in a Timely Manner. The SOFB must approve the funding request before completion of the contract negotiations and the contract must be completed before the event occurs.

Section 3.05 Catering for Students

1. SOs may ~~enter~~ use catering as a supplement to events; however, a rough estimation of the expected participation in the event will be needed to fit within the guidelines below;
2. Meal expenses, including drinks, desserts, etc., will be paid up to the amounts according to the following:
 - a. Breakfast: \$11.00 per expected student;
 - b. Lunch: \$12.00 per expected student;
 - c. Dinner: \$23.00 per expected student;
 - d. Costs associated with setup, delivery, etc. of these meals are considered separately from costs directly associated with the food.
 - e. Meals can include a tip allocation of up to 20%, determined from receipts. The tip will not be included in the maximum amount allocated for students.

Section 3.09 Location Funding for Events

1. Off campus programs or events may receive funding as outlined:
 - a. Events must be advertised on campus for at least three (3) weeks after the official approval by the SOFB;
 - b. ASUW will fund off-site video, audio, and technical services up to \$500.00 unless the SOFB determines Student Technical Services (STS) is unable to provide technical support due to staff vacancies or other disruptions;

Section 3.12 Circumstances Under Which Event Funding Shall Not Be Awarded

- ~~3. SOFB shall not bestow gifts on individuals in excess of the amount of \$50.00 and total gifts per event shall not exceed \$150.00;~~
3. Event funds provided by SOFB cannot be allocated for:
 - A. Promotional Apparel;

- B. Purchase of non-single use items that do not serve an educational and/or enrichment purpose including but not limited to ice chests, trash cans, and serving platters;
- C. Purchase of alcohol;
- D. Donations or gifts;
- E. Expenses for funerals;
- F. Personal memberships in social, professional, or fraternal organizations unless the membership is required by specific job descriptions;
- G. Expenses related to social events for retiring employees.