CHAPTER XII, SUBCHAPTER 8, PART 3: NEGATIVE ENDING BALANCES

the request with a simple majority. This policy may be superseded by a memorandum of understanding between the Finance Commission and any individual organized activity. All memorandums must be reviewed and passed by a 2/3 majority of the Finance Commission.

SUBCHAPTER 9: SPECIAL ALLOCATIONS PART 1: DEFINITION

Occasionally, an Organized Activity may have an unexpected circumstance occur which will change the level of funding needed for a program during the course of a fiscal year. An unallocated portion of the Organized Activities Budget may be held in reserve to enable the Finance Commission and Student Senate to consider cases in which additional funding is deemed appropriate and necessary. These special allocations of funds to Organized Activities are not to be recurring in nature.

PART 2: CRITERIA

The following criteria generally are used in reaching a decision about a special allocation:

1. The event or activity to be funded by a special allocation must be judged to be a substantial benefit to the university and/or community.

2. This event or activity must be determined to be an extraordinary and unforeseen item. Events or activities shall not be funded via a special allocation on a recurring, yearly basis.
   - Extraordinary defined as very rare or extreme circumstances.
   - Unforeseen defined as not anticipated or predicted within the last fiscal school year.

3. Primary consideration will be given to groups that economize on expenses, actively fundraise and look for other sources of future revenue.

4. NOTE: Meeting these criteria does not insure approval of a special allocation request, as other factors may also affect a funding decision.

PART 3: CO-SPONSORED EVENTS

An Organized Activity may co-sponsor an event that is primarily hosted by another university group (i.e. student club or organization). If the Organized Activity, in co-sponsoring the event, has provided funding for it, the event is eligible for additional funding through a special allocation. Such an event is still subject to the above evaluation criteria and could receive no funding, matching funds or full funding as a special allocation. The co-sponsoring Organized Activity shall be responsible for the request to the Commission as well as the expenditure of the special allocation for the event.
PART 4: INTRODUCTION AND VOTING

The unallocated Organized Activities Special Allocations account within the Organized Activities Budget used to fund special allocations is controlled by the Controller, who shall allocate funds from the Special Reserve only upon approval of the Student Senate. The special allocation motion shall be introduced by the Finance Director in bill form, and in the next Student Senate meeting's debate, the Director shall refer his or her first speaking turn to the member of the gallery wishing to present this request to the Senate. Special allocations amounts cannot be amended until the special allocation has gone through the appeals process. Passage shall require a majority vote of the Student Senators present. Passage of all special allocations requested by Student Senate shall require 2/3 majority vote of the Student Senators present.

All special allocations must be paid for directly from the unallocated Organized Activities Special Allocation account within the Organized Activities Budget. Each September, the Finance Commission will allocate a fixed amount from the Carryover balance to be placed in the Special Reserve account. This amount must then be presented to the Senate before October 1 for approval by simple majority. Any increases to the amount allocated to the Special Reserve account must be approved by the Senate by three-fourths majority. Any remaining funds in the Special Reserve account at the end of the fiscal year will be placed back in the Carryover balance.

PART 6: STUDENT INITIATIVE REQUESTS

Occasionally, a student may have an idea for a novel campus initiative or service that cannot go through other funding processes, but if funded would benefit a significant portion of campus. Approved student initiative requests shall follow the same processes as outlined in Chapter XII, Subchapter 9, Part 4 of these bylaws.

SECTION 1: CRITERIA. The following criteria shall be used to assess the merits of a student initiative requests:

1. The initiative or service requires only a one-time expenditure.

2. The initiative or service will benefit a significant portion of campus.

3. The students seeking funding couldn't fulfill the criteria of other available funding sources.

4. The initiative or service is novel to campus, or provides for significant improvements to an existing initiative or service already provided on campus.

NOTE: A specific event or activity that already received special allocation funding, or was denied such funding, shall not be eligible to receive student initiative request funding for its sponsoring Organized Activity or student