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## Senate Bill (S) 52-020 An Act Defining the SG Travel Grant Program

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# University of South Florida Student Senate

**SB [S] 52-020**  
**An Act Defining the**  
**Student Government Travel Grant Program**

*The intent of this legislation shall be to create a new Travel Grant Fund to be utilized by student organizations for all travel requests. This fund shall be managed and allocated by the Senate Committee on Special Funding which is established by this bill. Furthermore, this legislation establishes that all grant programs shall be allocated by the Senate Committee on Special Funding.*

**Committee Action**

First Reading: 02.06.2012

Final Action: 7-0-1

**Senate Action**

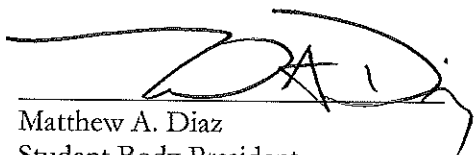
First Reading: 02.14.2012

Second Reading: 02.21.2012

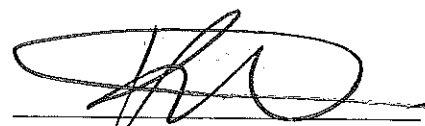
Third Reading: 03.06.2012

Final Action: 29-0-1

ATTEST:

  
Matthew A. Diaz  
Student Body President



  
Khalid J. Hassounch  
Senate President

03-19-12P12:35 RCVD

*This is a true and original record of Legislative Bill 52-020,  
adopted by the Senate on March 06<sup>th</sup>, 2012.*

*The following definition shall be appropriately added to chapter 103 of the Senate Statutes:*

**Travel** – Any trip made by a Student Organization with an off-campus destination that furthers the purpose of the organization's mission.

## Chapter

### 810

#### Student Government Grant Programs

- 1  
2 **810.1** The Student Government Senate shall sponsor the grant programs outlined in this chapter. The grant  
3 programs shall be here for the purpose of funding programs not funded by the Activity and Service  
4 Fee Recommendation Committee and the Senate Committee on Appropriations.  
5  
6 **810.2** The Student Government Senate shall sponsor Student Organizations programs per fiscal year. Each  
7 program shall be defined as a Student Government Signature Event.  
8  
9 **810.3** The purpose of Student Government Signature Events is to encourage diverse groups of students to  
10 collaborate in the creation of new USF traditions.  
11  
12 **810.4** ASRC shall determine the total budget for Student Government Signature Events, not to exceed  
13 \$20,000. The budget line shall fall under the Student Government Special Projects account  
14  
15 **810.4.1** Up to half of the money allocated may be spent during the fall semester and the  
16 remainder may be spent during spring semester.  
17  
18 **810.5** Student Government Signature Events allocations shall be determined by the Senate Committee on  
19 Special Funding.  
20  
21 **810.6** Any Student Organization may apply for a Signature Event; so long as the event follows the  
22 guidelines outlined in general requirements of Activity and Service Fee events.  
23  
24 **810.6.1** Student Government Signature Events shall be subject to the same rules and  
25 regulations as set forth by Student Government, including but not limited to  
26 Chapter 804 Proviso.  
27  
28 **810.7** It is required that an event be sponsored by at least one A&S funded entity and a minimum of two  
29 other organizations, offices, departments, or other university entities (other than Student  
30 Government).  
31 **810.8** Student Organizations that wish to apply for Signature Events in the fall must do so no later than the  
32 close of business on the last Friday in June and the last Friday of October for the spring.  
33 **810.8.1** Applications shall be made available for the fall semester no later than May 1<sup>st</sup> of  
34 the applicable calendar year.  
35 **810.8.2** Applications shall be made available for the spring semester no later than  
36 September 1<sup>st</sup> of the applicable calendar year.  
37  
38

1     **810.9**   Each allocation may not exceed \$2,000.

2  
3     **810.10**   The Student Government Executive Branch shall support and collaborate with Signature Event  
4                   sponsors and shall provide additional marketing and logistical support.

5  
6                **810.10.1**   Events sponsors must use the Student Government logo and list Student  
7                               Government as an official sponsor on all marketing materials, including but not  
8                               limited to, all print and digital advertising.  
9

10    **810.11**   Signature Events requests shall fall into at least one of the following categories:

11  
12               **810.11.1**   **Tradition and School Spirit** – Any event that attempts to establish a new  
13                               tradition or promote university pride and school spirit.

14  
15               **810.11.2**   **Professional/Academic Development-** Any event of scholastic merit which may  
16                               include, but is not limited to, a symposium, exposition, or lecture series that can  
17                               pertain to student fields of study or areas of career development.

18  
19               **810.11.3**   **Diversity-** Any event that brings diverse populations together and provides  
20                               education on one or more cultural groups including, but not limited to, a particular  
21                               ethnicity, religion, sexual orientation, veteran status, etc.

22  
23               **810.11.4**   **Visual/Performing Arts-** Any event that demonstrates or promotes the fine arts  
24                               which may include, but is not limited to, a theatrical performance, dance  
25                               instruction, collaborative mural, etc.  
26

27    **810.12**   Any event that does not fall into one of the categories may still be eligible to receive funding if  
28                   approved by a 2/3<sup>rd</sup> vote of the Senate Committee on Special Funding.

29  
30    **810.13**   The Student Government Senate shall sponsor a grant program for the purpose of funding travel for  
31               Student Organizations called the Travel Grant which will go into effect in the 53<sup>rd</sup> term.

32  
33    **810.14**   ASRC shall determine the total budget for the Travel Grant. The budget shall be funded as its own  
34               separate line item.

35  
36    **810.15**   The expenditure of the Travel Grant shall be determined by the Senate Committee on Special  
37               Funding

38  
39               **810.15.1**   For the fiscal year beginning in July, the committee may begin to accept  
40                               applications at the start of the new Student Government term.

41  
42    **810.16**   Any Student Organization wishing to request a Travel Grant may do so as long as the request meets  
43               the following requirements:

44  
45               **810.16.1**   Travel Grants shall be subject to the same rules and regulations as set forth by  
46                               Student Government, including but not limited to Chapter 804 Proviso.

47               **810.16.2**   There is no limit on the number of requests a student organization may submit,  
48                               however they shall only be funded to the maximums as specified in Chapter 804  
49                               Proviso.

50  
51    **810.17**   Student Organizations that wish to request a Travel Grant must do so no later than 25 business days  
52               prior to the desired travel date.  
53

1     **810.18** Upon completion of travel, all receipts must be turned in to the Travel Office and a travel audit must  
2     be completed.

3  
4     **810.18.1** If the travel audit is not completed within 10 business days of the conclusion of travel, the  
5     Student Organization will not be permitted to apply for another Travel Grant for the remainder of  
6     the fiscal year.

7  
8     **810.19** Upon completion of travel any unused funds will be swept back to the Travel Grant account  
9

10   **810.20** The Student Government Senate shall sponsor a grant program for the purpose of funding  
11   homecoming floats and supplies called the Homecoming Grant.

12  
13   **810.21** ASRC shall determine the total budget for the Homecoming Grant. The budget line shall fall under  
14   Senate's budget.

15  
16   **810.22** The expenditure of the Homecoming Grant shall be determined by the Senate Committee on Special  
17   Funding.

18  
19   **810.23** Any A&S funded entity wishing to request a Homecoming Grant may do so as long as the request  
20   meets the following requirements:

21  
22           **810.23.1** The request must contain the budget for food and materials used for homecoming.  
23                     Request for homecoming food and materials may not exceed \$1,550 (with the  
24                     exception of The Homecoming Committee).

25  
26           **810.23.2** The request must contain a detailed description of why they are requesting a  
27                     Homecoming Grant and how this will improve the overall Homecoming  
28                     experience.

29  
30   **810.24** The Student Government Senate shall sponsor a grant program for the purpose of funding  
31   Engineering Exposition supplies called the Engineering Exposition (Expo) Grant.

32  
33   **810.25** ASRC shall determine the total budget for the Engineering Expo Grant. The budget line shall fall  
34   under Senate's budget.

35  
36   **810.26** The expenditure of the Engineering Expo Grant shall be determined by the Senate Committee on  
37   Special Funding.

38  
39   **810.27** Any A&S funded entity wishing to request aan Engineering Expo grant may do so as long as the  
40   request meets the following requirements:

41  
42           **810.27.1** The request must contain the budget for food and materials used in the Expo. The  
43                     request may not exceed \$1500 9with the exception of the Engineering College  
44                     Council). The request must contain a detailed description of why they are  
45                     requesting an Engineering Expo Grant and how this will improve the overall  
46                     Engineering Expo experience.

