

# SAFAC 2022-2023

## GUIDELINE CHANGES



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The SAFAC 2022-2023 guideline changes are intended to redistribute Student Activity Fee funds to more equitably and holistically benefit the entire student body and avoid overspending. Funds will be shifted toward activities that benefit more members of the University of Miami community per dollar spent. Additionally, the committee sought to include wider ranges of organizations in relevant funding categories. *Formalization of many internal policies was also one goal of this year's changes.*

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### **FUNDING PRINCIPLES (ADDED):**

Any event using any item or items funded in part or in whole by SAFAC must be free and open to all University of Miami undergraduate students i.e. organizations may not charge University of Miami undergraduate students for admission to said events.

People presenting should be treasurer or president and presentations should be limited to 5 minutes.

### **CAPITAL ITEMS (MOVED)**

- Items funded by SAFAC that are determined to last more than three fiscal years will be designated as "capital items" by SAFAC in addition to being assigned a category.
- Capital items and alternatives deemed similar by SAFAC cannot be re-requested within three fiscal years after purchase. (added alternatives deemed similar by SAFAC).
- SAFAC will only fund capital items for organizations that have official on-campus storage space such as SCC space. (added)
- SAFAC will not fund capital items for organizations that have no official storage space and rely on off-campus storage or any form of personal storage not directly registered with the organization (e.g., dormitories, apartments, etc.)

### **GENERAL EXPENSES:**

#### **COACHES/INSTRUCTORS**

- SAFAC will fund up to \$750 per year for coaches/instructors. (cap increased from \$500 to \$750).

#### **EQUIPMENT**

- SAFAC will fund up to \$750 per year for equipment. (cap increased from \$500 to \$750).

#### **PROTECTIVE EQUIPMENT (ADDED)**

- SAFAC will fund up to \$750 for each organization to ensure and promote safe meetings and events.
- Student organizations may request funding for items such as face masks, hand sanitizer, cleaning wipes, gloves, wristbands/ signs for crowd control, first aid kits, etc. that are needed to help keep meeting and event attendees safe. (First aid kits added).
- SAFAC does not fund personal items; these protective equipment requests will be approved based on the assumption that they will be used for the well-being of meeting and event attendees. Requests such as sunscreen, shoes, hats, etc. will continue to not be funded

#### **VENUE RENTALS**

- Venue rentals may include miscellaneous charges such as facilities, labor, service fees, and event personnel. (Added event personnel).
- When determining whether to provide funding for on-campus venue rentals outside of the Student Center Complex or off-campus venue rentals, SAFAC will consider whether a free, equivalent venue is available on campus. (clarifying what types of venues SAFAC will fund).

## **TRAVEL REQUESTS:**

### **NUMBER OF ATTENDEES**

- For conferences, SAFAC will fund travel for up to four people per conference, for a maximum of 2 conferences (virtual conferences will not be counted towards this limit). (added clarification regarding virtual conferences).

### **HOTELS/LODGING**

- For funding purposes, room capacity will be defined as four same-gender students per room. (Changed room capacity from 2 to 4).

## **2021-2022 ADDENDUM (REMOVED):**

Based on current University policies and safety guidelines, SAFAC will observe these temporary guidelines to enhance the student organization community experience.

### **Protective Equipment**

- SAFAC will fund up to \$750 during the 2020-2021 academic year for each organization to ensure and promote safe meetings and events.
- Student organizations may request funding for items such as face masks, hand sanitizer, cleaning wipes, gloves, wristbands/ signs for crowd control, etc. That are needed to help keep meeting and event attendees safe.
- SAFAC does not fund personal items; these protective equipment requests will be approved based on the assumption that they will be used for the well-being of meeting and event attendees. Requests such as sunscreen, shoes, hats, etc. will continue to not be funded

### **Conferences**

- SAFAC had initially planned to limit conference funding to only 2 conferences per year per organization. As a result of the new traveling restrictions, and based on conversations with student leaders, SAFAC has decided that virtual conferences will not be counted towards this limit.
- Organizations are still, however, required to submit funding requests for virtual conferences through the SAFAC Travel Budget request form, where registration fees may be eligible for funding.
- Hotels/Lodging: For funding purposes, room capacity will be defined as two same-gender students per room.
- Car Capacity: For funding purposes, car capacity and rental car capacity will be defined as two students per car.

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## **REQUESTS NOT FUNDED:**

### **REMOVED**

- First aid kits

### **ADDED**

- Travel for the purpose of networking
- Cooking grills
- Digital subscriptions
- Travel requested for non-University of Miami undergraduate students
- Alcoholic paraphernalia