



## GPAC Funding Guidelines and Tenets

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### Funding Tenets

*Prior to making any funding decisions, GPAC members developed objective, broad-spectrum criteria to apply to all requests given the disparity between the aggregate requested and the funds available to GPAC to allocate. When the minutes from the allocating session refer to the tenets, these are what GPAC decided:*

#### GPAC Funding Priorities

- o GPAC will seek to follow these priorities in making funding decisions (1=highest priority; 5=lowest priority):
  1. Events/activities hosted by organizations exclusively comprised of Graduate/Professional students.
  2. Events/activities hosted by undergraduate organizations that promote Graduate and Professional education (i.e. Pre-Med clubs, Pre-Law fraternity).
  3. Events/activities hosted by organizations comprised of undergraduate and Graduate/Professional students.
  4. Events/activities of primary appeal to Undergraduate students. JFC recognized Collaborative Funding Organizations – CFO's who received fiscal year budgets from the Finance Committee.
  5. Events/activities of primary appeal to the general Iowa City/Cedar Rapids community.
- Collaboration
  - o In order to promote collaboration between organizations, GPAC will consider applications from different organizations hosting the same event separately, and will adjust guideline maximums independently, per organization.
- Overall intent of allocations
  - o GPAC has written the following guidelines with the intent of using these funds as a supplemental source of funding, rather than a primary source of funding for student organizations.

Expenditure	Maximum approvable amount <sup>1</sup>	Notes
<b>Audio/video</b>	\$50	Organizations are encouraged to utilize free rental services on campus or coordinate with their departments/colleges.
<b>Organization Travel</b>	\$2000 per organization, per fiscal year.	Individual graduate or professional students seeking funds for travel should apply to GPSG grant programs and/or to other on-campus groups and offices that offer grants for travel.  Funding to be used for 3 or more members  Allocated funds will be discretionary for travel, registration fees, lodging, with the exception of cost of food and drinks.
<b>Printed Materials and Advertisement</b>		Must use UI Copy Centers or Printing Services.
Organization specific events, academic area events, campus wide events	\$75	Student organizations must also place the GPSG logo on any advertising, internal printing created by funds allocated by GPSG. The GPSG logo can be found on the GPSG website ( <a href="http://gpsg.uiowa.edu">gpsg.uiowa.edu</a> ) under the Funding tab.
Marketing/Publicity	\$100	Banners, poster boards, custom signage Must use UI Copy Centers or Printing Services.
<b>Insurance</b>	\$400 per event	Event must be open to all graduate/professional students to be considered. Maximum \$800/organization/year.
<b>Office Supplies</b>	\$50	Per organization/year. GPAC will evaluate effectiveness of office supply use when making recommendations.
<b>Entertainment</b>	\$750	Must be consistent with the mission of the event and organization.  Funding provided for up to two performances per year per organization.
<b>Awards Decorations Food/Beverage Member fees Postage</b>		GPAC does not fund these items.
<b>Miscellaneous Supplies</b>	\$300	GPAC will evaluate effectiveness of event supplies use when making recommendations. Event supplies must be consistent with the mission of the event and organization and seen as a necessary cost to host the event. <b>Organization must</b>

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<b>Room Rental</b>		<p>provide reasoning for the supplies being consistent with their mission and for the supplies being necessary for the event.</p> <p>Funding is not permitted for regular organization meetings (orgs must find a free space for regular meetings like classrooms or free IMU rooms). Cost for room only, does not include set up fees or additional services.</p> <p>Funds for Big 10 rooms may only be used for extra AV fees.</p>
IMU – Main Lounge	\$600	
IMU – Second Floor Ballroom	\$300	
IMU – North Room	\$60	
IMU – South Room	\$60	
IMU – Big 10 Rooms	Free	
Other Campus Location- Must be University of Iowa affiliated location	\$150	Organizations must provide justification for using other campus space.
<b>Speakers</b>		
Honoraria – UI Employee	\$0	
Honoraria – Non-UI Employee	\$2000	<p>For speakers with significant notoriety (more expensive), organizations should work with the Lecture Committee.</p> <p>Allocated funds will be discretionary (speaker fee, lodging, and transportation), with the exception of cost of food/beverage.</p> <p>Funding provided for up to two speakers per year per organization.</p>

<sup>1</sup> Note that GPAC may reduce or deny funding in any category consistent with GPAC Bylaws. Organizations should consult the GPAC Supplemental Funding Tenets for more information on GPAC decision-making.

\*Allocated funding must be used by May of the following Fiscal year