

GPAC Funding Guidelines and Tenets


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: GPAC will seek to follow these priorities in making funding decisions (1=highest priority; 5=lowest priority):

1. Events/activities hosted by graduate student organizations whose target audience consists of Graduate/Professional students.
 2. Events/activities hosted by graduate student organizations whose target audience consists of University of Iowa Faculty/Staff, Undergraduate and Graduate/Professional students.
 3. Events/activities hosted by graduate student organizations whose target audience consists of Undergraduate and Graduate/Professional students.
 4. Events/activities hosted by graduate student organizations that promote Graduate and Professional education (for Undergraduate or other students).
 5. Events/activities hosted by graduate student organizations of primary appeal to the general Iowa City/Cedar Rapids community.
- Collaboration: 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.
 - Diversity, Equity, and Inclusion: GPAC will further prioritize applications intended for the promotion of diversity, equity, and inclusion.
 - Overall Intent of Allocations: 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.
 - Event Frequency: A maximum of one event per calendar month per student organization may be funded by GPAC. This mechanism is in place to help ensure student organizations are being financially responsible with their spending, have funding they can still request later in the fiscal year, and provide all student organizations with a chance to receive funding in later funding cycles.

Expenditure	Maximum approvable amount ¹	Notes
Travel		
Organization Travel	\$1500/year and no more than \$200/individual/trip	<p>Funding to be used for 4 or more graduate/professional student members.</p> <p>Allocated funds will be discretionary for travel/transportation, registration fees, and lodging, with the exception of cost of food and drinks. Airfare will be required to have a minimum air distance of 350 miles one-way.</p> <p>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.</p>
Office Supplies		
Printed Materials	\$75/year	<p>For Organization-specific events, Academic Area events, or Campus-wide events.</p> <p>If GPAC is a primary source of funding for your event, you may wish to include the GPSG logo on printed materials and advertisements for your event. The GPSG logo can be found on the GPSG website (gpsg.uiowa.edu) under the Funding tab.</p> <p>Must use UI Copy Centers or Printing Services.</p>
Marketing/Publicity	\$100/year	<p>Banners, poster boards, custom signage.</p> <p>Must use UI Copy Centers or Printing Services.</p>
Office Supplies	\$50/year	<p>Per organization/year. GPAC will evaluate effectiveness of office supply use when making recommendations.</p>
Miscellaneous Supplies	\$500/year	<p>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.</p> <p>Organization must provide reasoning for the supplies being consistent with their mission and for the supplies being necessary for the event.</p>

Expenditure	Maximum approvable amount ¹	Notes
Events		
Audio/video	\$50/event (Maximum \$100/year)	Organizations are encouraged to utilize free rental services on campus or coordinate with their departments/colleges. This is not to be used to pay photographers or videographers.
Insurance	\$400 per event (Maximum \$800/year)	Event must be open to all graduate/professional students to be considered.
Entertainment	\$750 per event (Maximum \$1,500/year)	Must be consistent with the mission of the event and organization. Funding provided for up to two events per year per organization, and the entertainment category can include performances, games, photo booths, and other entertainment options.
Food	Maximum \$800/year and \$8/person/event	Events with food must be open to the university. GPAC will typically fund food for one introductory event at the start of the academic year per student organization, with the amount funded included in the student organization's annual food maximum. GPAC will not fund food for meetings or events open only to the student organization (regular meetings).
Awards, Postage, Gifts/Donations, Books, Merchandise, Party/Conference/Event favors, care packages.		GPAC does not fund these items.
Room Rental <i>Funding is not permitted for regular organization meetings (organizations must find a free space for regular meetings like classrooms or free /MU rooms). Cost for room only, does not include set up fees or additional services.</i>		
IMU - Main Lounge and Hancher	\$560/event	
IMU - Second Floor Ballroom	\$260/event	

IMU - North Room	\$52/event	
IMU - South Room	\$52/event	
IMU - Meeting Rooms	X	GPAC does not fund these spaces.
Other University of Iowa affiliated location on campus	\$150/event	Organizations must provide justification for using other campus space.
Off-Campus Location	\$560/event	Off-campus location must be in Johnson or Linn Counties.
Speakers		
Honoraria - UI Employee	X	GPAC does not fund Honoraria who are UI Employees.
Honoraria - Non-UI Employee	\$1000/year total for a maximum of 2 speakers	For speakers with more notoriety (more expensive), student organizations should work with the University Lecture Committee. Allocated funds will be discretionary (speaker fee, lodging, and transportation), with the exception of cost of food/beverage. Funding provided for up to two speakers per year per organization.
Sponsorship		
Membership Fees	\$160/year for up to 2 students	For students who cannot afford membership fees to the state or national organization, GPAC will help fund two student members who need financial assistance with membership fees. GPAC will not fund dues for the on-campus student organization.

Event Supplies		
Event Supplies	\$500/event and a maximum of \$1000/year	This category is for all supplies needed to execute an event. Decorations are now included in this category.

¹ Note that GPAC may reduce or deny funding in any category consistent with GPAC Bylaws. Organizations should consult the GPAC Supplemental Funding Tenets (if applicable) for more information on GPAC decision-making.

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