

## **SGB Funding Guidelines**

Funding is an art, not a science. There is no formula we use in coming up with your budget allocation. However, here are some factors that we look for in your budget packet that will help your case for a budget increase:

- 1) **Group membership size:** This is *not* the number of people on your listserv, nor is it the number of people on campus who might consider themselves a supporter of your cause. This is the number of people who regularly attend planning meetings, and who, if asked, would (truthfully) list your group as an extra-curricular. While we know census data can sometimes be difficult to obtain, we will ignore a number that seems blatantly exaggerated or dishonest.
- 2) **Programming Frequency:** How often do you have events?
- 3) **Past Spending:** Did you overspend or underspend your budget last year?
- 4) **Scale of Events:** How large an audience do your events cater to?
- 5) **Community Outreach:** Has your group made an attempt to be inclusive of the wider Columbia community? Have you collaborated with other groups in some of your events? Have you attempted to raise a dialog about your issue with those outside your group?
- 6) **Economizing:** Do you really need to spend \$15/head on food?
- 7) **Co-sponsorships and Fundraising:** Groups that have supplemented their allocation with lots of co-sponsorships and fundraising of their own are great candidates for increases the following year.
- 8) **Communication:** Frequent communication with your Rep & OSGA is always the surest sign that your group is alive and kicking.
- 9) **Budget Rules:** We will remove from consideration any money spent on T-shirts, since SGB rules prevent allocations being spent on t-shirts. Honoraria for unconfirmed speakers will also not be considered, unless this speaker event is an annual occurrence. A dance/party must cover its own expenses, etc. (a full list of budget rules can be found on your budget packet).
- 10) **And obviously, how much you ask for:** While we may not always give you everything you ask for, we are almost certain to give you no more than you ask for.

Of course, these factors are not the be-all-end-all of the story, and a group that does not meet every single one of these criteria may still receive a high budget. Nevertheless, if your group adheres to the above criteria, you should have a strong case for a budget increase the following year. That said, all of our group funding is entirely dependent on the budget we get from the councils. If the councils cut us, we may have to cut you, no matter how great a group you are. So be sure to keep the SGB in mind when voting for Student Council!

**SGB Co-sponsorship Decisions:** Factors # 4 – 10 are considered for co-sponsorships of specific events. Any undergraduate event that might improve political, religious, activist, or humanitarian discourse on campus is eligible for an SGB co-sponsorship.

**Group Overdrafts:** If your group ends the year in overdraft, here are the procedures we follow in determining your budget for the following year:

- We come up with a number for your allocation, as described above.
- Tier 1: For the first \$100 in overdraft, there is no debt.
- Tier 2: For the next \$100 in overdraft, we deduct 75% of that amount from your allocation.
- Tier 3: 100% of any expenditure beyond \$200 is deducted from your allocation.

For example, suppose you exceeded your current year's budget by \$250. Suppose we determined that your allocation for the next year should be \$1000. The debt that would be deducted from your new allocation would be:

$$(\$0 \times 100) + (75\% \times 100) + (100\% \times 50) = \$125.$$

So your budget for the following year will be \$875

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This, however, does not mean you should simply try to spend \$100 more than you were allocated. As per factor #3, any overdraft, no matter how small, may adversely affect your allocation.

**Group Surpluses:** If your group ends the current year with a surplus, the procedure we follow is:

- If you spent 80-100% of your current year's allocation, we will try to grow you in accordance with the above procedure.
- If you spent 65-79% of your current year's allocation, the next year's allocation will be at most the same as your current year's allocation.
- If you spent less than 65% of your current year's allocation, you will receive at most 150% of what you spent the current year. For example, suppose your budget this year was \$1000 and you only spent \$600. Then the most you will receive is 150% of 600 = \$900

**Appeals:** If you are dissatisfied with your budget, please remember that you have the right to appeal your allocation. Please check your SGB emails or the website to find out when the deadline for appeals is in the Fall semester. Then contact your Rep and he/she will guide you on the appeals process.

**For More Information:** See the SGB Fact File at <http://www.columbia.edu/cu/sgb/about.html>

Feedback: We want your help! Do these criteria seem unfair or illogical? Please send us your comments ([sgb@columbia.edu](mailto:sgb@columbia.edu)) and we will consider changing our system.