

# **NKU CHASE COLLEGE OF LAW**

## **Student Bar Association**

### **Student Organizations Funding Policy**

*The 2009-2010 academic year begins a new chapter in funding for student organizations. The Student Bar Association (SBA), which serves as the umbrella student organization at NKU Chase, will allocate funding to student organizations from the student organization fee of \$35 paid by Chase students each semester. In order to be eligible for these funds, student organizations must comply with this policy and must submit all required forms. All supplemental funding requests will be considered and acted upon by the SBA's Budget Committee.*

#### **STUDENT ORGANIZATIONS FUNDING POLICY**

##### **Section 1. Recognition of student organizations and eligibility for funding.**

To be eligible to apply for and receive funding, a Chase student organization must be officially recognized by the SBA. Officially recognized student organizations are those who have registered and been recognized by the NKU Office of Student Life. In addition, student organizations requesting and receiving funding must attend the Chase student organization orientation session held by the Associate Dean for Student Affairs and must submit to the SBA a completed "Student Organization Information Sheet" and the "Student Organization Compliance Agreement." Student organizations must also comply with all policies and procedures set forth in the NKU Chase College of Law Student Organization Manual.

##### **Section 2. Funding allocation and guidelines.**

Each officially recognized student organization will be allocated the amount of \$300 for the 2009-2010 academic year that may be drawn upon for organization programs and activities throughout the academic year. Student organizations may request an additional allocation of funds beyond that budgeted amount by submitting a request to the SBA using the prescribed forms (see Section 3).

All events for which SBA funding is used must be open for attendance by all organization members. The exclusion of any student or student group on the basis of race, ethnicity, gender, religion, or sexual preference is prohibited and will result in future funding being denied.

Alcoholic beverages may not be purchased with funds received from the Chase SBA.

Organizations wishing to expend any portion of the yearly allocated amount of \$300 should submit a request via email to Dean Ogburn at [ogburn@nku.edu](mailto:ogburn@nku.edu) with a copy to her assistant Jim Henegar at [henegarj@nku.edu](mailto:henegarj@nku.edu). The request should be submitted at least one week in advance of the program or event and should provide the following information: 1) program or event description; 2) date and location; 3) food or other items needed for the program/event; 4) any other pertinent information. Dean Ogburn will order all food and any other supplies needed. If requested, she will provide soft drinks that she will purchase and then charge student organizations at cost for their drink order.

Paper products, including cups, silverware, plates, and napkins will be provided by the SBA and will be made available for use by organizations hosting programs.

### **Section 3. Supplemental funding requests for programming and travel.**

Preference for supplemental funding for programming will be given to events that are accessible to a wide student audience and to those that benefit a large portion of the Chase community. Both day and evening divisions should have the opportunity to attend any major programs or events that require supplemental funding. Requests for supplemental funding must be submitted to the SBA Treasurer at least one month prior to the event using the prescribed funding request forms.

A limited amount of funding may be available to fund student travel to student organization conferences. Before applying to the SBA for student travel funds, student organization must first apply for Legacy funding through the NKU Office of Student Life. See <http://deanofstudents.nku.edu/funding/index.php>. If Legacy funding is denied, then Chase student organizations may apply to the SBA for travel assistance by submitting a copy of the travel request submitted for Legacy funds. The guidelines that govern travel assistance through Legacy funding shall apply to travel funds requested from the SBA.

### **Section 4. Failure to comply.**

An organization not meeting all of the requirements of this policy shall be ineligible to receive SBA funding until such time as all requirements are met.