Please carefully review the SGA guidelines and stipulations for funding before submitting your application.

**Qualifications for Funding:**
- Only student organizations recognized, and in good standing with the Office of Student Organizations in Student Development Services are considered for funding. **University-wide events and departments not recognized as a student organization are not eligible.**

- Only organizations established for a full semester are eligible to apply for funding.

- Graduate students do not contribute to the Student Body undergraduate fee. **Therefore, SGA does not fund graduate organizations.** If an undergraduate organization has graduate student members, SGA reserves the right to make a percentage deduction from the awarded amount to account for any graduate students.

**Rules for Funding**

**SGA WILL NOT FUND THE FOLLOWING:**
- Travel and lodging expenses (with the exception of sport clubs).
- Direct monetary contributions to charities or other non-profit organizations
- Scholarships of any kind
- Mission trips of any kind
- Alcohol (even if over the age of 21), drugs, or anything banned in the Student Handbook. This policy applies to TCU students and includes guest speakers, advisors, alumni, etc.
- **Word of Caution:** The Finance Committee takes funding requests for T-shirts, and ticketed events not free to TCU students, on a case-by-case basis. (Since funding already comes from the student body fee, SGA hesitates to fund events that charge students for entry.)

Questions? Contact Student Body Treasurer John Paul Watson at John.Paul.Watson@tcu.edu
Funding Process:
• In order to receive any funding, ALL of the following must be done by a student organization:
  1. Complete the online application by the deadline set by the Student Body Treasurer.
  2. Present to the SGA Finance Committee at the scheduled time.

• Funding is divided into Fall and Spring Rounds. Organizations may only apply in the semester their event takes place (i.e., If your event takes place in November, you will apply during fall funding. If your event takes place in January, you will apply for spring funding.)

• If an organization has both fall and spring events, they must apply for both fall and spring funding; however, they must apply during the appropriate round (i.e., Apply for fall events during the fall, and spring events, during the spring.)

Deadline to Claim Funds:
• FALL DEADLINE: January 22, 2016 by 5:00pm
• SPRING DEADLINE: April 27, 2016 by 5:00pm
• Organizations must claim their awarded amounts by the relevant deadline. All remaining unclaimed funds will be revoked and made available for distribution to other organizations.

Presentation Requirements:
Each organization is required to make a presentation before the members of the SGA Finance Committee.
• The presentation will explain the organization’s purpose and activities, funding application, and any sources of income (including sponsorships, fundraising projects, and dues).
• Visual aids are highly encouraged.
• Organizations with private bank accounts must provide an updated bank statement (no older than 1 month) to the Finance Chair before the presentation.
• Presentations should not last longer than 5 minutes, with 5 minutes remaining for question and answer by the Finance Committee.

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