Financial Activities Board Allocation Process

• **What funding _can_ be used for:**
  - Equipment rentals
  - All inclusive rates for guest speakers
  - Conference and tournament registration/membership fees
  - Food through Aramark and outside vendors
  - Office supplies
  - Single-use decorations
  - Disposable plates and utensils, etc.

• **What funding _cannot_ be used for:**
  - Equipment purchases
  - Hotel, gas, transportation
  - Alcohol or events involving alcohol
  - Per diems or stipends
  - Cash awards or cash donations
  - Prizes of any kind
  - Items to be donated
  - Reimbursements
  - Jerseys, polos, uniforms, t-shirts

• **Timeline:**
  - FAB convenes twice a month that is every week.
  - Be sure to request funding at the minimum of two weeks prior to your event.
Approval Process

For each meeting held, FAB will come to a decision based on this ranking system. **Note: low scores will not be approved for funding.** Student orgs should review this document before submitting a request.

- **How well is the event organized:**
  1. No details of the event are thought out.
  2. Some details of the event are thought of.
  3. Details of the event are clear, but nothing has been confirmed.
  4. Details of the event are clear and most to all of the details have been confirmed.

- **What the funding is used for:**
  1. Requested multiple items explicitly listed as not fundable.
  2. Maybe requested one item explicitly listed as not fundable.
  3. Clear details about event. Itemized budget, but little to no specific quotes for prices. Does not request non-fundable items.
  4. Extremely clear details and goals for the event. Budget is thorough, complete, and does not request non-fundable items. There is an itemized budget with specific quotes for each item requested.

- **If the request amount fits within the budget:**
  1. The request lies way outside of the range for the budget for SGA and is not a reasonable or fitting for the size or impact of the event.
  2. Fits within the budget but is not unreasonable in regards to the size or impact of the event.
  3. Fits within budget. Reasonable amount.

- **The impact of the event on the campus:**
  1. The event only positively impacts a specific group of students.
  2. The event may prepare organization members to have a positive impact on the Southern Miss community, but the event is specific to one area and/or group of campus.
  3. The event has a positive impact on limited areas and/or groups of the Southern Miss community.
  4. The event has an immediate and positive impact on the entire Southern Miss community.

- **The number of students involved:**
  1. Open to only a few, specific students only within the organization.
  2. Open to a few students outside the organization, but mostly limited to the organization members.
  3. Event open to most students.
  4. Event open to all students regardless of their membership to the organization.
• **Quality, and civility, education, integrity, engagement & wellness of the event and promoting the university in a positive light:**
  1. The event or request reflects 0-2 values. Goes against school policies. Considered offensive.
  2. The event or request reflects 2-3 values. Represents the university poorly. Not necessarily against policies, but is not tasteful in the public eye.
  3. The event or request reflects 4 values. Represents the university according to policies.
  4. The event or request reflects all values (5). Is an exact representation of what USM stands for ethically and socially to both the student population and public eye.