

STUDENT GOVERNMENT ASSOCIATION

Request for a Contingency

1. Request for a contingency request form and review attached guidelines as soon as possible. When in doubt of items in your request, converse with the President to ensure that the request may be legitimate.
2. Complete a contingency request form and an application form as best as possible. On the contingency request form, be sure to include specific details on purpose and monetary request. On the application one be sure to answer every question in detail. Please return these two forms to sga@augustana.edu. SGA meets weekly on Thursday evenings in the Wilson Center, please have your application forms turned in by Monday evening of the week you wish to present.
3. For the sake of time management and efficiency, SGA will limit the number of contingencies that are presented to THREE per meeting. Therefore, requests will be considered at a roll-in basis. That is, the sooner we receive the completed request form, the sooner you may be able to present your request.
4. Upon receiving your request, an SGA representative will contact about when and where your organization will be able to present the request.
5. Show up to the meeting at the allocated time, and meet with the senate. Be sure to come prepared with all additional information that you may have about your request, and be ready to answer any questions that may be posed by the senate. If you have any questions please email: sga@augustana.edu .
6. If you are unsure as to what how the senate works and how contingencies are presented and debated upon, you are welcome to attend our meetings (Thursday, 7pm, Wilson Center).

Contingency Request Guidelines

In order to receive funding, a group must be able to show that SPC has approved them as a campus group. Any organization receiving funds from SGA must be recognized by the College.

The Student Senate will always consider requests for:

1. Funding fundraisers
2. Funding food and refreshments
3. Funding for conferences and out-of-town retreats
4. Funding all other requests not explicitly proscribed below
5. Funding athletic tournaments and/or competitions

In extreme cases, the Student Senate will consider requests for:

1. Funding varsity or club sports
2. Funding reimbursement requests, given that those requests comply with normal contingency guidelines
3. Funding proposals for which a group has done little or no fundraising
4. Funding proposals for groups or activities that are/were not open to the entire campus.
5. Funding seniors involved in activities after graduation

The Student Senate will rarely, if ever, consider requests for:

1. Funding social/greek fraternities/sororities.
2. Funding unidentified speakers.
3. Funding hotels or lodging.
4. Funding airfare.
5. Funding scholarships.
6. Funding cable programming
7. Funding advisor expenses

* Rarely, if ever, can be understood as, instances when the funding of such is considered unconstitutional