

Cultural & Identity Organizations Specific Guidelines

- ❖ SAAC will consider budgeting all items for dinners, excluding food.
 - See Supplemental Guidelines for special considerations.
- ❖ SAAC will consider budgeting up to 4 Signature Cultural/Identity Based programs per year.
- ❖ SAAC will consider budgeting one live music performer (e.g. DJ, live band, etc.) for 2 programs each year, up to \$500 per program if it is vital to the success of the program and in line with the organization's mission.
- ❖ SAAC will consider budgeting up to \$500 for food for events in the Community Kitchen per year.

Performing Arts Organizations Specific Guidelines

- ❖ SAAC will consider budgeting up to half of ECM costs at a maximum of \$1,500 in subsidy per event at a maximum of two events annually.
 - Exceptions can be made for organizations with a secondary mission of Cultural/Identity Based whose event will be free and open to the undergraduate campus community.
- ❖ SAAC will consider budgeting up to \$40 per costume at a maximum of 30 members (\$1200) **once per year.**
- ❖ SAAC will consider budgeting up to half of instructor fees for organizations that primarily perform and/or spread awareness of their artistry via competitions. Instructor's rate of pay is capped at a max of \$2300 per year for performing groups. (accounts for increased minimum wage in NY and benefits)
- ❖ SAAC may suspend or terminate coach/instructor should an organization repeatedly end the academic year in deficit
- ❖ **As per earlier slides, budgeted groups do not roll over excess funds. If there is an exception filed and granted, rollover would not be over \$1,000.**
- ❖ SAAC will consider budgeting up to \$1,000 for props and sets per year.

Community Engagement Organizations Specific Guidelines

- ❖ SAAC will consider budgeting all expenses for benefit dinners and awareness programs that are accessible to the entire campus within reasonable limits, **excluding food**.
- ❖ SAAC will consider funding supplies related to fundraising or engagement programs if they are integral to the activity and engage the undergraduate population within reasonable limits, excluding food.
- ❖ SAAC will allow organizations to purchase fundraising supplies through their SOFO account, with the intent to make a profit, with the understanding that all costs must be reimbursed before any profits are distributed.
- ❖ SAAC will consider funding up to \$300 for ECM for one large scale signature fundraising event per year.
- ❖ SAAC will consider budgeting food, if an event, or outreach program is **more than 5 hours long**.
- ❖ SAAC will consider budgeting reasonable refreshments for non-University of Rochester participants regardless of the duration.

Club Sports Specific Guidelines

- ❖ SAAC will consider budgeting up to \$5000 in subsidy for operating costs.
 - Coaching and instructor fees are in addition to the subsidy for operating costs.
- ❖ SAAC will provide up to a \$1 match for every \$1 in dues contributed.
- ❖ SAAC will consider funding only one team for one primary season.
- ❖ SAAC may suspend or terminate coach/instructor should an organization repeatedly end the academic year in deficit
- ❖ SAAC will not consider Club Sport requests to convert to an Agency account.
- ❖ SAAC will consider budgeting a team's travel at a predetermined rate within a reasonable amount for a competition.
- ❖ SAAC will consider budgeting a team's gas expenses at a predetermined rate for a competition.
- ❖ SAAC will consider budgeting a team's lodging expenses within reason. (4 people per room)
 - Generally \$150 per night for a lower tier city, \$200 per night for a higher tier city.
- ❖ SAAC will consider a team's historical and current standings when budgeting expenses for a competition, if applicable.
- ❖ SAAC will not budget other universities' teams' transportation expenses.

Club Sports Specific Guidelines

- ❖ SAAC will not budget food and drinks expenses for competitions.
- ❖ SAAC will generally not budget for awards for winning a competition which include, but not limited to, trophies and cash prizes.
- ❖ SAAC will cap the yearly rollover at a max of \$1000 (submit an exception for >\$1000 in rollover)
- ❖ Rollover must be exhausted before a club sport is eligible to apply for Supplemental Funding.
- ❖ SAAC will set the minimum dues per member at \$0.
- ❖ SAAC will set the maximum dues per member at 75 percent of the Student Activities Fee.
 - \$270 for the 2025-2026 school year
- ❖ SAAC will not require income besides that of dues.
- ❖ Any other sources of income e.g. fundraising, donations, etc. can be used towards meeting the dues requirement.
- ❖ SAAC will treat the income requirement of dues as first-in, first-out, where the order of consumption shall be: income, subsidy, excess rollover.

Club Sports Specific Guidelines - Competitive

- ❖ SAAC will consider budgeting up to 7 events for a competitive club sport if it is not in a league.
- ❖ SAAC will consider budgeting all official league events and up to 2 non-league events for competitive club sports.
- ❖ SAAC will not consider budgeting individual fees for competitive club sports.
- ❖ SAAC will consider budgeting up to half of coaching and instructor fees.
 - Coach's rate of pay is capped at a max of \$2300 per year for competitive club sports.
(accounts for increased minimum wage in NY and benefits)

Club Sports Specific Guidelines - Recreational

- ❖ SAAC will consider budgeting travel and lodging for up to 2 events for recreational club sports if at least half of the club's membership will attend.
- ❖ SAAC will consider budgeting individual registration fees up to \$500 event at a max of 2 events per year for recreational club sports if at least half the team is attending.
- ❖ SAAC will consider budgeting up to half of coaching and instructor fees.
 - Coach's rate of pay is capped at a max \$2800 per year for recreational club sports.(accounts for increased minimum wage in NY and benefits)

Intercollegiate Organizations Specific Guidelines

- ❖ Hajim
 - SAAC will consider budgeting a maximum of two competitions per College Student Organization, within reasonable limits.
 - SAAC will not consider budgeting equipment or supplies.
- ❖ SA Budgeted
 - SAAC will only allow a maximum of 7 regular season competitions, within reasonable limits.
 - SAAC will consider budgeting equipment or supplies in line with Organization's mission or needs.
- ❖ SAAC will consider budgeting expenses that may occur when classes are not in session if the organization traditionally has an event that occurs outside of the academic year. An exception form must be submitted with the budget for this to be considered. (Ex. UR Baja)
- ❖ SAAC will consider funding for only one team.
- ❖ SAAC will fund registration fees up to \$500 and travel expenses (gas) within a reasonable amount.