



GPSAFC Funding Guidelines

Graduate and Professional Student Assembly Funding Guidelines

Table of Contents

Section I: Eligibility Criteria for Organizations 1

Section II: General Funding Parameters 1

a. General: 1

b. Budget Cycle: 2

 1. Academic Year: 2

 2. Summer Budgets and Requests: 2

c. Payment Requests: 3

Section III: Organizations and Activities Ineligible for GPSAFC Funding 3

Section IV: Additional Funding Requirements and Restrictions 4

Section V: Restricted and Prohibited Expenses for GPSAFC Funding 5

a. Ineligible Items: 5

b. Restricted Item (Alcohol): 6

Section VI: Student Organizations Funding Allocation 6

a. Funding Tiers and Requirements 6

 1. First Funding Tier: \$375 USD Cap 6

 2. Second Funding Tier: \$750 USD Cap 7

 3. Third Funding Tier: \$2,000 USD Cap 7

 4. Forth Funding Tier: \$3,500 USD Cap..... 7

 5. Fifth Funding Tier: \$5,000 USD Cap 7

 6. Field Organizations 7

b. Application For Tier Promotion/Tier 5 Renewal/First-Year Group Confirmation 8

 1. Deadline For Applications: 8

 2. First-Year Student Organizations Mandatory Confirmation: 8

 3. Tier Promotion Application: 8

 4. Fifth Funding Tier Renewal:..... 9

 5. Funding Tier Demotion:..... 9

 6. Funding Tier Demotion Appeal: 9

c. Additional GPSA Funding 9

 1. GPSA Sponsored Events: 9

 2. Initiative Funding: 9

Section VII: Enforcement 9

Section VIII: Amendments 10

Section IX: Non-GPSA Sources of Additional Funding 11



GPSAFC Funding Guidelines

Section I: Eligibility Criteria for Organizations

- a. An organization must register with Campus Activities (CA) (or equivalent office) for the current academic year. If an organization has not registered with CA, or an equivalent office, it cannot access any funds, even if such funds have already been allocated.
- b. An organization's Treasurer must be familiar with these Funding Guidelines and sign a statement to this effect. The GPSAFC will not be responsible for costs it cannot reimburse due to violation of provisions set forth in these Funding Guidelines or university policies.
- c. An organization must have an advisor who is a full-time member of the faculty or staff of Cornell University. University groups can have a grad/professional advisor if the university-sponsored departments assign one.
- d. An organization must have more than 51% graduate/professional student membership.
- e. The President or Treasurer of an organization must be registered as a graduate or professional student at Cornell University for the current academic year.
- f. An organization must provide a valuable and distinctive service to the Cornell community.

Section II: General Funding Parameters

a. General:

1. An organization's membership criteria and selection processes should enable any student to join and participate if they have interest and ability. See § VII (c) for exemptions.
2. All GPSAFC funds for all eligible groups are made available on CampusGroups on the first day of class, with no exceptions. No other university organization/body may restrict access to any GPSAFC funds for use on qualified expenditure.
3. All events must be open to the entire graduate and professional student community to receive GPSAFC funds. CampusGroups posting should state "Open to the Graduate Community" and "Please contact (name of event host) at (netID of the host) for any special arrangements you may require in order to attend this event." See § VII (c)(1) for exemption.
4. The organization must submit the event details (i.e., time, location, program speakers, topic descriptions) to the CampusGroups Calendar (cornell.campusgroups.com/events) two (2) weeks before the event.
5. All Events require a CampusGroups posting, and that posting must include the location to receive GPSAFC funds. No exemption.

A. On-Campus, in-person

- i. Indoor events: Will also require registration in 25Live (or Scheduling@cornell.edu). If you find that the location is not listed in 25Live (some departments don't participate in 25Live). Then select "Location Not Found" in that section. Include details about the food/snack noted in the comment section and attach the 25Live approval to the Payment Request at the time of submission. You must also list the location of the event on the CampusGroups posting.
- ii. Outdoor events: such as the Arts Quad/AG Quad/Slope (non-exhaustive list), are permitted. It will also require registration in 25Live. You must also list the location of the event on the CampusGroups posting.



GPSAFC Funding Guidelines

- 42 iii. Big Red Barn Events: require additional guidelines and regulations. BRB-hosted
43 events require a confirmation of [BRB reservation](#) attached to the payment
44 request. Big Red Barn does not charge reservation fees for events open to all
45 Cornell graduate and professional students. Big Red Barn does not charge
46 reservation fees for Graduate and Professional events.
- 47 B. Off-Campus, in-person: Do not require a 25Live registration. The location of the event
48 must be listed on the CampusGroup event description. Events that do not adhere to §
49 V(a)(2) and events without a listed location on CampusGroups will not receive funding.
- 50 C. Online events: do not require a 25Live registration. The Zoom link (or equivalent) must
51 be listed on the CampusGroup event description. Online events without links will not
52 receive funding.
- 53 6. All CampusGroups postings must include the “Funded by GPSA” tag, the description must say
54 “Funded by GPSA,” and all advertising/posters must consist of the statements “Funded by the
55 GPSAFC.” Events without stating that it is funded by GPSA will not receive funding.
56 GPSAFC Chair and VP of Finance and Appropriations may approve the expense with a warning.
57 Excessive violations will lead to Funding Tier demotion. No exemptions.
- 58 7. University organizations (as defined by the CA) are encouraged to consult with their specific
59 school or department’s financial affairs office, if applicable, in submitting funding requests.
- 60 8. Help with CampusGroups and more information about GPSAFC is available at
61 <https://cornell.campusgroups.com/gpsafc/>. Student organizations may also request help from the
62 Cornell Student Organization Business Office (SOBO) on budgeting, direct payments to vendors,
63 food ordering, and reimbursement by visiting the [SOBO Help Desk](#) for more information.

64 **b. Budget Cycle:**

65 **1. Academic Year:**

- 66 A. The Academic Year begins on the first class of the Fall Term (usually the third Monday of
67 August). The Academic year ends on the last day of Exams in the Spring Term (Usually the
68 third Saturday of May). Please refer to [Cornell Registrar’s Calendar](#) for exact dates.
- 69 B. All Funding Allocation (including additional GPSA funding) must be used before the end of
70 the Academic cycle and will not carry over to the next Academic Year.
- 71 C. Up to 15% of the Funding Tier may be used during the Summer Term

72 **2. Summer Budgets and Requests:**

- 73 A. The Summer Cycle begins the day after Exams. The Last day of the Summer Cycle is the
74 summer term end date. Please refer to [Cornell Registrar’s Calendar](#) for exact dates.
- 75 B. The Summer Budget is the remaining funds from the Academic Year GPSAFC Funding Tier
76 up to 15% of your allocated Funding Tier. The amount over 15% will return to GPSAFC, and
77 at the end of the Summer Term, all remaining GPSAFC allocated funds will return to
78 GPSAFC.
- 79 C. Submissions for (1) Tier Promotion, (2) Fifth Funding Tier Renewal, or (3) First-Year
80 Continued Existence Confirmation must be submitted before August 10th. Submissions after
81 this date will not be considered.
- 82



GPSAFC Funding Guidelines

83 c. Payment Requests:

- 84 1. Once you receive a budget allocation and/or a funding application approval, you MUST submit a
85 payment request on CampusGroups to utilize that allocation. If you do not submit a payment
86 request, nothing will be purchased, paid for, or transferred. Unused allocations will be reverted
87 to each funding source at the end of the academic year. When submitting a payment request:
- 88 A. You can ask to have items purchased on your group's behalf,
- 89 2. Request a Transfer to a University Department that has paid for an expense already.
- 90 3. Request a Payment for a University reservation fee or other departmental charges.
- 91 4. Request a Payment for a registration fee to a conference or tournament.
- 92 5. Request a Payment for services or guest speakers/performers.
- 93 A. This must be done by Cornell and is not able to be reimbursed for
- 94 B. It should be submitted two (2) weeks ahead of the event.
- 95 6. Request a reimbursement for expenses paid out of pocket.
- 96 A. Must be submitted within 30 days of expenditure.
- 97 B. If the person being reimbursed is not the person whom the receipt shows made the payment,
- 98 you must show proof of permission (an email saying the purchaser is fine with
- 99 reimbursement going to someone else) to process the payment.
- 100 C. A copy of the original receipt must be submitted with itemization of the purchase, the date of
- 101 purchase, and the seller's information.
- 102 7. For more information on how to submit [Payment Requests](#).
- 103 8. Payment requests should be for the exact amount of money spent/needed for an event, not the
- 104 amount of money initially budgeted for the event. The total of payment and reimbursement
- 105 requests must be less than the total GPSA funding allocated to your student organization for the
- 106 academic year.
- 107 9. Submission of payment requests for all events opens on the first day of classes of the Fall Term.
- 108 Events or any other expense made during the Academic Year must be requested by the last day of
- 109 the Spring Term, with no exceptions. Submission of payment requests for summer events opens
- 110 on the first day of summer classes and must be submitted by the day before the Fall Term starts.

111 Section III: Organizations and Activities Ineligible for GPSAFC Funding

112 a. Per GPSA policy, the GPSAFC cannot fund:

- 113 1. Partisan political organizations and activities: Student Organizations funded by GPSAFC or
- 114 Cornell must not take a substantial part in activities that carry on propaganda or otherwise
- 115 attempt to influence legislation, including the publishing or distributing of statements) or any
- 116 political campaign on behalf of (or in opposition to) any candidate for public office. This is to
- 117 stay consistent with 26 U.S.C. § 501(c)(3) and other relevant NY State Law.



GPSAFC Funding Guidelines

- 118 2. Any religious activities: The GPSAFC relies on the University definition of religious activities:
119 “A practice or observance that includes moral or ethical beliefs as to what is right and wrong that
120 is sincerely held, with the strength of traditional religious views, even if no religious group
121 espouses such beliefs or the religious group to which the individual professes to belong may not
122 accept such belief.” The GPSAFC may fund activities comparing religious systems of belief and
123 activities examining the intersection of religion with one or more non-theological academic
124 disciplines. Activities that a religious organization organizes to achieve research, educational, or
125 public service goals are not considered religious activities and are eligible for GPSAFC funding.
126 Additional funding is available for some of these activities by the Interfaith Council at Cornell
127 (ICC). See § IX (a)(1)(A).
- 128 3. Charitable organizations: Direct allocation to charitable organizations is prohibited; Student
129 Organizations are allowed to use funds for recruiting, administration, or travel expenses, which
130 are necessary for Cornell students to participate in service projects.
- 131 4. Non-discrimination: Per the University policy 6.4, the organization shall not discriminate based
132 on race, color, creed, religion, national or ethnic origin, marital status, citizenship, sex, sexual
133 orientation, gender identity or expression, age, disability, or protected veteran status when
134 determining its membership.
- 135 b. The GPSAFC will not fund activities for which any organization member receives academic credit.
- 136 c. The GPSAFC avoids funding activities that duplicate the activities of other campus organizations. In
137 allocating funds, the GPSAFC considers whether an organization provides a unique service or event
138 for the Cornell community. The GPSAFC may inform organizations of other groups providing
139 similar services to the University community to encourage collaboration.
- 140 1. Regarding collaborative events by multiple student organizations, GPSAFC organizations cannot
141 transfer funding from one group to another. Organizations must detail what expenses each group
142 will bear at the event, but all organizations involved should submit Payment Requests to pay for
143 specific items for one collaborative event.

144 Section IV: Additional Funding Requirements and Restrictions

- 145 a. To be eligible for funds, a Student Organization must fully disclose its income and expenses (refer to
146 § VII for Enforcement). If additional funding is obtained from other University sources and/or
147 external sources during a school year, a report of this funding should be furnished to the GPSAFC
148 upon request.
- 149 b. People who cannot receive GPSAFC funds: (1) Anyone who receives a salary from Cornell (faculty,
150 administrators, facilities, etc.) (2) No enrolled Cornell student.
- 151 c. The GPSAFC will not provide funds to student organizations funded by the Student Assembly (SA);
152 GPSAFC will co-sponsor events with SA if an event is held by a GPSAFC-funded group
153 collaborating with an SA-funded group.
- 154 d. Student organizations are expected to maximize potential revenue and alternative funds; GPSAFC
155 will take into consideration student organizations' capacity to raise funds and their willingness when
156 assigning student organizations their tier. Student organizations are prohibited from becoming
157 profitseeking entities.



GPSAFC Funding Guidelines

- 158 e. In making funding allocations, the GPSAFC will consider the extent to which student organizations'
159 funds are used directly for the organizations' purpose/mission.
- 160 f. Student Organizations must leave all items purchased with GPSAFC funds on campus at the end of
161 the Academic Year. As well as keeping an inventory of all such items so that the Student
162 Organization may continue to use them in future years, this list should also be provided to GPSAFC
163 at the end of the year. A Student Organization should list if a non-event expense is to purchase a
164 short-term or long-term item in the Payment Request.
- 165 g. An individual acting as the representative of a field organization cannot concurrently serve as the
166 representative for another organization or field.
- 167 h. Organizations must allow the GPSA to email their members via their membership listservs. Failure to
168 adhere to the University policy 5.2 regarding mass email approval could result in withholding
169 funding from that school or unit's affiliated organizations.

170 Section V: Restricted and Prohibited Expenses for GPSAFC Funding

171 a. Ineligible Items:

- 172 1. Any illegal items or activities under federal, state, local, and university laws and rules.
- 173 2. If your organization is hosting an event off campus and it likely would not be approved if on
174 campus, it is recommended that the event not occur.
- 175 3. Food for activities that do NOT benefit most of a Student Organization's members.
- 176 4. Illegal/illicit drugs or any drug paraphernalia.
- 177 5. Parking tickets/fines.
- 178 6. Raffle tickets (*for money*), lotteries, or any form of gambling, betting, or wagering.
- 179 7. Donations made directly to Charity or any other Organization. See § III (a)(3)
- 180 8. Prizes exceeding \$75 are discouraged - including gift cards or any other items.
- 181 A. If prizes over \$75 are provided, additional paperwork is required, including Pre-Approval.
182 Email GPSAFC@cornell.edu and SOBO@cornell.edu.
- 183 9. Payment or engagement fee paid directly to Student Organization members or advisors.
- 184 10. Student organizations or students directly paying for a service. Services should be paid directly
185 by the university see § II (c)(5).
- 186 A. **DO NOT** pay photographers, officials, umpires, DJs, artists, production services,
187 entertainers, workshops with physical activity and speakers, or any other service provider
188 with personal or organizational funds.
- 189 B. Services **MUST** be paid directly by the University.
- 190 i. Reimbursements will **NOT** be processed for services paid with personal funds.
- 191 ii. [Contracts/Agreements](#) should be submitted prior to the event (*3 weeks is ideal*)
- 192 I. University Organizations must use a Cornell Contract



GPSAFC Funding Guidelines

193 II. Independent Organizations must use an Engagement Agreement

194 **b. Restricted Item (Alcohol):**

- 195 1. All events using GPSAFC funds must adhere to the [University's Policy 4.8, Alcohol and Other](#)
196 [Drugs](#).
- 197 2. Total GPSAFC-funded alcohol expenditures per academic year should not exceed 10% of the
198 Tier cap. See § V (b)(4) for exemption.
- 199 3. Admissible Alcohol Expenditures:
- 200 A. Alcohol purchases must be serviced by a NY State Licensed Vendor, and student
201 organizations and their officers cannot distribute Alcohol. See § V (b)(3)(C) for exemption.
- 202 B. Student Organizations should monitor the attending individuals to ensure all individuals
203 drinking are over the age of 21. To prevent exceeding 10% of the tier cap, it is strongly
204 recommended that events with Alcohol be closed events, with RSVP asking for attendance if
205 they're over 21.
- 206 C. Alternatively, the faculty advisor can accept liability for alcohol distribution. In this case,
207 written approval from the faculty advisor is required two weeks in advance for each event
208 where Alcohol is distributed. The written approval must be reviewed by GPSAFC and Risk
209 Management before approval, all payment and reimbursement requests will be denied if
210 failure to obtain appropriate approval is not supplied before the event.
- 211 D. All Events involving Alcohol should be registered with the Events Planning Management
212 Team (EPMT) and adhere to the guidelines outlined in the Campus Code of Conduct and
213 University Policy 4.8 (Alcohol and Other Drugs). No exceptions
- 214 4. Organizations wishing to spend more than 10% of their Tier cap on Alcohol in an academic year
215 must email the GPSAFC with an explanation of why the additional alcohol purchase would be
216 necessary. The request should be sent to the GPSAFC Chair or GPSA VP of Finance and
217 Appropriations for review. The request may be approved or denied based on the provided
218 explanation and the discretion of the reviewing officer.

219 **Section VI: Student Organizations Funding Allocation**

220 a. **Funding Tiers and Requirements:** Student organizations are categorized into specific funding
221 tiers, which dictate the upper limit of funds each organization is eligible for per Academic Year.
222 GPSAFC will re-evaluate these funding brackets at the beginning of August in consultation with the
223 GPSA VP of Finance and Appropriation. Changes to funding brackets may be made at any time at the
224 GPSAFC's discretion and do not require formal amendment of these Guidelines. Funding Tiers must
225 be made available to organizations on the first day of the Fall Term of each year. GPSAFC Funding
226 Tiers are as follows:

227 **1. First Funding Tier: \$375 USD Cap**

- 228 A. This tier is available to new student organizations that still need to complete the August 10th
229 deadline to apply for the full-year Second Funding Tier funding. The first Tier will be applied
230 on the first day of the Spring Term.



GPSAFC Funding Guidelines

231 i. First-Year Groups are exempt from utilization requirements and must only submit
232 FirstYear Group Conformation to be promoted to Second Funding Tier. See § VI(b)(2)

233 B. This Tier is also assigned to groups in our Second Funding Tier that fail to meet utilization
234 requirements but utilize more than 0% of their previous allocation.

235 C. The Tier may be assigned at the Discretion

236 **2. Second Funding Tier: \$750 USD Cap**

237 A. First-year applicants may qualify for this tier if they submit their application before the
238 August 10th deadline.

239 B. The student organization must have at least **10** current student members on CampusGroups.
240 First-year applicants are exempted from this rule. Unless exempted by § VI (c)(2)(C).

241 C. First-year applicants must contact the GPSAFC Chair (GPSAFC@Cornell.edu) and confirm
242 the Student Organization's continued operation to maintain Tier 2 status for the following
243 school year. See § VI (b)(1).

244 **3. Third Funding Tier: \$2,000 USD Cap**

245 A. The student organization must have at least **25** current student members on CampusGroups.
246 Unless exempted by § VI (c)(2)(C),

247 **4. Fourth Funding Tier: \$3,500 USD Cap**

248 A. The student organizations in this tier must elect a GPSA representative, who must contact the
249 GPSAFC Chair (GPSAFC@Cornell.edu) by the first day of the Fall Term. This GPSA
250 representative must attend at least 50% of the GPSA meetings. Failure to do either will lead
251 to immediate Tier demotion.

252 B. The student organization must have at least **50** current student members on CampusGroups.
253 Unless exempted by § VI (c)(2)(C).

254 **5. Fifth Funding Tier: \$5,000 USD Cap**

255 A. The student organizations in this tier must elect a GPSA representative, who must contact the
256 GPSAFC Chair (GPSAFC@Cornell.edu) by the first day of the Fall Term. This GPSA
257 representative must attend at least 75% of the GPSA meetings. Failure to do either will lead
258 to immediate Tier demotion.

259 B. The student organizations must renew this Tier every year. The renewal must be submitted
260 before the August 10th deadline. Failure to do either will lead to immediate Tier demotion.

261 C. The student organization must have at least **100** current student members on CampusGroups.
262 Unless exempted by § VI (c)(2)(C).

263 **6. Field Organizations**

264 A. Each graduate degree granting academic field or professional school as defined by the
265 graduate school is eligible to register one field organization representing the students of that
266 academic community. If necessary, the field's Director of Graduate Studies (DGS) or
267 Director of M.Eng. Program, or the professional school's Director of Student Affairs, will



GPSAFC Funding Guidelines

268 make the final determination on which organization represents the graduate or professional
269 students of a given field.

270 B. The GPSAFC will maintain a list of these organizations by contacting the Administrative
271 Manager or Administrative Assistant of each academic field or professional school biannually
272 to confirm the continued existence of previously registered field organizations and/or to
273 inquire about new field organizations which meet these criteria.

274 C. Field organizations are eligible to move a maximum of one funding tier above their
275 placement based on membership provided all other funding tier criteria are met.

276

277 b. **Application For Tier Promotion/Tier 5 Renewal/First-Year Group Confirmation**

278 **1. Deadline For Applications:**

279 A. The submission deadline is **August 10th** for applications for Tier Promotion, Fifth Funding
280 Tier renewal, First-Year Student Organization Confirmation, and Fall Field Funding.
281 Firsttime applicants may apply for First Tier funding after this deadline but lose the
282 opportunity to apply for Second Tier funding. There are no other exceptions to this deadline,
283 and GPSAFC and GPSA VP of Finance and Appropriations will not consider promoting any
284 student organization nor maintaining a student organization's Fifth Tier status after this
285 deadline.

286 B. First Tier Funding deadline and Field Funding for the Spring Semester is December 10th. No
287 Exception.

288 **2. First-Year Student Organizations Mandatory Confirmation:**

289 A. First-Year Student Organizations (whether First or Second Tier) must contact the GPSAFC
290 Chair (GPSAFC@Cornell.edu) and confirm the Student Organizations continued operations
291 to maintain their GPSAFC funding.

292 B. First-Year Student Organizations are defined as Student Organizations that have been funded
293 by GPSAFC for less than two (2) consecutive years. Groups who have been funded by
294 GPSAFC previously but were not funded for an Academic Year or longer will be considered
295 a First Year Student Organization. Groups that have existed before receiving GPSAFC
296 funding will still be considered First-Year Student Organizations.

297 **3. Tier Promotion Application:**

298 A. The applying student organization must have utilized at least 90% of their current Funding
299 Tier Allocation for the last two years to qualify for a promotion.

300 i. Student organizations must wait two years between promotions unless they are the First
301 Funding Tier or a recently demoted Fifth Funding Tier. Demotions from tiers other than
302 the Fifth Funding Tier must wait two years to be repromoted.

303 B. Must have enough members to satisfy the next Funding Tier's current member requirement.

304 C. The Promotion Application must be sent to the GPSAFC Chair (GPSAFC@Cornell.edu) and
305 must include the following information:



GPSAFC Funding Guidelines

- 306 i. The group must show that they have complied with GPSAFC guidelines and must not
307 have more than three GPSAFC violations in the previous academic year.
- 308 ii. A statement explaining why they believe they require the Fund Tier increase. It should
309 include but not be limited to the growth of membership, future events, and plans.
- 310 iii. Financial plan for how the organization would utilize the funds in the upcoming
311 academic year.

312 **4. Fifth Funding Tier Renewal:**

- 313 A. The Fifth Tier President or Treasurer must contact the GPSAFC Chair
314 (GPSAFC@Cornell.edu) and express the student organization's interest in renewing its
315 FifthTier status. Failing to renew will lead to an automatic demotion. The student
316 organization will be able to apply the following year.

317 **5. Funding Tier Demotion:**

- 318 A. Student Organizations that utilize less than 80% may be demoted at the discretion of the
319 GPSAFC Chair and/or GPSA VP of Finance and Appropriation. Student Organizations
320 utilizing less than 70% will automatically be demoted (90% for the Fifth Funding Tier).
- 321 i. Additional GPSA funding beyond the Funding Tier is not calculated in Utilization.
- 322 B. Student Organizations that utilized 0% will receive no funding the following Academic Year.
- 323 C. Student Organizations with excessive GPSAFC guideline violations. At the discretion of the
324 GPSAFC Chair and GPSA VP of Finance and Appropriation, it will demote student
325 organizations failing to follow GPSAFC funding guidelines.
- 326 D. Student Organizations that fail to meet their Funding Tier requirements will automatically be
327 demoted.

328 **6. Funding Tier Demotion Appeal:**

- 329 A. Only appeals-based mistakes or administrative errors on the part of either GPSA/GPSAFC or
330 university administration will be considered. Mistakes on the part of a student organization or
331 anyone acting on their behalf are not grounds for an appeal of tier status. Any other reason
332 will not be grounds for an appeal of tier status.
- 333 B. Only send appeals if it is for reasons specified in § VI(b)(6)(A). To make an appeal, contact
334 the GPSAFC Chair (GPSAFC@Cornell.edu).
- 335 C. The Deadline to submit an appeal is **September 10th**.

336 **c. Additional GPSA Funding**

337 **1. GPSA Sponsored Events:**

- 338 A. GPSA may sponsor events anytime using committee budgets, these sponsorships may not
339 exceed \$1,000, and only 1 event per Student Organization per year.
- 340 B. These sponsorships are approved by Committee Chairs using their own Committee Budget

341 **2. Initiative Funding:**



GPSAFC Funding Guidelines

- 342 A. Student Organizations with a primary mission consistent with the Appropriations
343 Committee's Diversity and Inclusion Mission Statement will receive an additional \$200 USD
344 on top of their Funding Tier allocation.
- 345 B. These Student Organizations must have one designated member sit on the Appropriations
346 Committee and attend the monthly Diversity and Inclusion meetings. At these monthly
347 meetings, these Initiative Leaders can recommend additional GPSA diversity initiatives,
348 recommend changes to the Diversity and Inclusion Mission Statement, and discuss their
349 student organizations' current initiatives in promoting Diversity and Inclusion among
350 Cornell's Graduate and Professional Schools.
- 351 C. Recipients to AIF are exempt from the Funding Tier minimum amount of CampusGroup
352 member requirements.

353 Section VII: Enforcement

- 354 a. If, at any point, the GPSAFC finds that an organization has not adhered to these Funding Guidelines
355 or has misused funds, The GPSAFC or GPSA VP of Finance and Appropriations has the right to take
356 one or more of the following actions:
- 357 1. Provide the organization with a written warning noting the violation and asking the organization
358 to change its practices so that it is no longer in violation.
 - 359 2. Impose a probationary period during which the organization cannot apply for GPSAFC funding.
 - 360 3. Withdraw part or all remaining funding for the current Academic Year.
 - 361 4. Demote Funding Tier.
- 362 b. The GPSAFC reserves the right to audit (budget, spending, and inventory) all GPSAFC-funded
363 organizations, and it is incumbent on all organizations to aid the audit to the fullest.
- 364 c. GPSAFC designates student organizations belonging to professional schools. The three Professional
365 School designations are (1) Johnson, (2) Law, and (3) Vet. These groups may limit membership to
366 just students attending their designated Professional School.
- 367 1. Professional School-designated student organizations are permitted to limit GPSAFC-funded
368 events to students within their designated professional school.
 - 369 2. GPSAFC guidelines do not apply to any funds provided directly to these Student Organizations
370 by these Professional Schools or any other non-GPSAFC funds.
 - 371 3. Funding guidelines on professional school funds do not apply to any funds provided by
372 GPSAFC.
 - 373 4. Organizations led by professional students in itself do not qualify for Professional School
374 designation. The student organization must be designed to meet the requirements of their
375 designated professional school. Student Organizations can only be designated up to one
376 Professional School.

377 Section VIII: Amendments

- 378 a. A majority vote of seated GPSA members may amend these Funding Guidelines.



GPSAFC Funding Guidelines

- 379 b. The GPSA VP of Finance and Appropriations will review these Funding Guidelines each year and
380 suggest appropriate alterations to GPSA.
- 381 c. The GPSAFC or GPSA VP of Finance and Appropriations can raise the percentage allocation on
382 Restricted Items (§ V(b)) at any time; any lowering of maximums will not take effect until the next
383 budget cycle. Increasing a Student Organization's maximum percentage allocation does not require a
384 formal amendment to the GPSAFC Funding Guidelines, but decreases will require a formal
385 amendment.
- 386 d. The VP of Finance and Appropriations must recommend changes to these Funding Guidelines
387 necessitated by changes in university policies and procedures.
- 388 e. Amendments to the Funding Guidelines must be presented to the GPSA for discussion and may be
389 voted on in the same meeting. GPSAFC Chair or VP of Finance and Appropriations may change the
390 Funding Tiers to Student Organizations at their discretion and do not require a formal amendment to
391 the GPSAFC Funding Guidelines.

392 **Section IX: Non-GPSA Sources of Additional Funding**

- 393 a. **GPSAFC guidelines do not apply to the following funding sources.** This list is an aid for Graduate
394 Student Organizations to be aware of other possible funding sources available to them. This list is not
395 exhaustive; there are a lot of graduate departments' funding not listed; you should check with your
396 department to see if additional funding is available.
- 397 1. Additional Funding Boards
 - 398 A. [Interfaith Council at Cornell](#) (ICC)
399 B. [Cornell Club Sports Council](#) (CSC)
- 400 2. Professional School Funds and Others
 - 401 A. Johnson School
 - 402 i. [Student Budget Committee](#) (SBC)
403 ii. [Title-Town](#)
- 404 B. Law School
 - 405 i. Dean of Students
406 ii. Cornell Law Student Association (CLSA)
- 407 3. Graduate Schools
 - 408 A. SIPS/Plant Biology/Plant Pathology
409 B. Biomedical & Biological Sciences
- 410 C. Biomedical Engineering
- 411