

## **Associated Students, CSUF, Inc. 2010-2011 Annual Budget Guidelines**

The Associated Students, CSUF, Inc. strives to create and maintain high-quality programs that provide students with opportunities to participate in campus life and to enhance their educational experience. By providing these programs, Associated Students, CSUF, Inc. hopes to facilitate connections and partnerships within the campus community, draw students together to empower their voice, and create a sense of campus community.

To assist any person or program in making a budget request, the following funding criteria and procedures have been established. The Finance Committee will use these criteria as a framework for reviewing and evaluating budget requests.

1. The individual or groups requesting funds must present a reasonable case for representing CSUF student interests or concerns.
2. The amount of the funding request must be compatible with the objectives of the program.
3. Funding for the program must provide outcomes that are consistent with the objectives established by the ASI Board of Directors.
4. Funding of the program must be consistent with the legal and fiscal obligations of the ASI.
5. Funding of the program must be consistent with policies established by CSUF.

To determine which proposals will receive funds and to what extent, the ASI Finance Committee will review each eligible proposal using the following criteria:

1. Is this an existing ASI program?
2. Does this program provide students with an educational/entertainment opportunity not available in the classroom? To what degree?
3. Does this proposal meet a need not currently met by any existing program?
4. Does this program complement any existing program?
5. Does this program meet an existing need in an innovative way?
6. Is this program student run?
7. How many students does this program involve (organizational leadership)?
8. How many students does this program reach (program effect)?
9. Does this program co-sponsor events with other programs, whether or not it receives funds from ASI?
10. Does this program have the potential to raise partial/full support on its own?

Each program will be granted a maximum of 10 minutes to present its request to the Finance Committee. Because the purpose of this portion in the budget process is to clarify and explain the written request, it is advisable that you use this time for that purpose. Please do not simply re-read your request, but expand upon your program's needs for ASI funds. This time period will also be used for questions and answers.

The Finance Committee members will not debate your request during the budget hearings.