Article VIII Allocation Limits and Restrictions

Section 1. Prohibited Allocations.

1) General Restrictions. No budget or bill shall allocate any funding for:
   a) Any resources that are available through equivalent campus facilities or could have been available if requested within an appropriate amount of time
   b) Religious activities
   c) Political activities
   d) Loans
   e) Any items given out to individuals or organizations, including awards, gifts, and giveaways with the exception of low-cost printed publicity items such as fliers and stickers.
   f) Any food or beverage intended for human consumption
   g) Any food-related items, unless for an event involving at least 500 attendees, in which case the total allocation for food-related items for a single event may not exceed $1000
   h) Any alcoholic beverages or tobacco products
   i) Any lodging
   j) Any travel expense for a non-student
   k) Any event intended as a fundraiser for the organization or an outside party or organization
   l) Recruitment activities
   m) Any expenditure occurring in the past, unless consideration by SGA is delayed through no fault of the organization
   n) Costs associated with hosting intercollegiate competitions and tournaments
   o) Costs associated with hosting conferences in which more than 25% of attendees are not students of the Institute at the time of the event
   p) Costs associated with any event for which an organization has not yet qualified
   q) Costs in which the primary purpose is seeking, gaining or acknowledging sponsors (corporate or otherwise) for the organization
   r) Costs associated with professional development activities or conferences for non-student personnel
   s) Costs associated with freight, shipping, or processing of any items
   t) Costs associated with retreats, unless open to non-members
   u) Clothing that does not remain with the organization
   v) Items unrelated to the purpose of the organization, as determined by the JFC
   w) Parking permits, fees and validations for road vehicles
   x) Dues paid per individual through which students can compete outside of a Georgia Tech affiliated team
   y) Any activities which violate the laws of the United States of America, the State of Georgia, the City of Atlanta, or the regulations of the Georgia Institute of Technology

2) Budget Restrictions. No budget shall allocate any funding for:
   a) Any first-time event
   b) Any event not open to the entire campus
   c) Capital expenditures, except for regularly purchased items or installment plan purchases
   d) Benefits for part-time employees working less than twenty (20) hours per week
   e) Phone directory entries
   f) Off-season competitions
g) FASET materials
h) Speaker fees or honoraria
i) Postage
j) Tier III Additional Restrictions
   i) Personnel
   ii) Non-liability insurance
   iii) Office supplies
   iv) Personal items, including, but not limited to, nametags, photo albums, scrapbooks and business cards

3) Section 2. Item Maximum Allocations.
   1) General Restrictions. No budget or bill shall allocate any funding in excess of:
      i) Decorations: $50 if the expected attendance is less than 500 Georgia Tech students; $100
         if the expected attendance is 500 or more Georgia Tech students
   2) Budget Restrictions. No budget shall allocate any funding in excess of:
      i) Periodical Subscriptions: $50 and must be stored at the Georgia Tech Library
      ii) Hourly Rates of Hired Student Staff. The classification of staff into these categories shall
          be recommended by JFC.
              (1) Office Assistant: $8.25 per hour
              (2) Skilled Assistant: $9.00 per hour
              (3) Managers: $9.75 per hour
   iii) Tier I and Tier II Additional Restrictions
       (1) Only a total of two conferences shall be funded per year.
       (2) Non-event-specific publicity shall not exceed a total of $200.
   iv) Tier II Additional Restrictions
       (1) General office supplies shall not exceed a total of $2500.
   v) Tier III Additional Restrictions
       (1) Liability insurance shall not exceed a total of $2000.
       (2) No more than two half-page Technique advertisements or other equivalently priced
           Technique advertisement(s), at the current student organization rate shall be funded.
       (3) Non-Technique publicity, including copying expenses, shall not exceed a total of
           $200.
       (4) No more than two away events at a maximum of $1000 each, excluding travel.
       (5) No more than two non-away events shall be funded in a budget. For each event, the
           following limitations are imposed:
           (a) WREK Radio shall not be funded in excess of $90.
           (b) Sound equipment shall not be funded in excess of $50.
           (c) Projection equipment shall not be funded in excess of $30.
           (d) Lighting equipment shall not be funded in excess of $100.

3) Non-Capital Expenditures. No bill or budget shall allocate any funding for non-capital expenditures in excess of:
   i) Conferences: $1000 per conference, excluding travel, not to exceed $150 per individual
   ii) Tournaments: $1000 per tournament, excluding travel, not to exceed $150 per individual
   iii) Speaker Fees and Honoraria:
       (1) $500 per event if the expected attendance is fewer than 100 Georgia Tech students
       (2) $2,500 per event if the expected attendance is fewer than 500 Georgia Tech students
       (3) $5,000 per event if the expected attendance is fewer than 1000 Georgia Tech students
(4) $10,000 per event if the expected attendance is 1000 or more Georgia Tech students

iv) Publicity:

1) Copies, programs and fliers shall be funded at the current black and white rates of the
office of Leadership and Civic Engagement.

2) Fliers shall not be provided in excess of one-third of current campus enrollment
rounded to the nearest thousand.

3) Programs shall not be funded in excess of the event venue capacity.

4) Banners shall not be funded in excess of $120 per event. Banners will be funded at
the current rate offered by Paper and Clay.

5) Posters shall not be funded in excess of $60 per event. Posters will be funded at the
current rate offered by Paper and Clay.

6) No more than one half-page Technique advertisement or equivalently priced
Technique advertisement(s), at the current student organization rate, shall be funded
for one event.

7) No more than $20 of sidewalk chalk shall be funded for one event.

v) Food not intended for human consumption: $50

Section 3. Funding Formulas. Bills and budgets shall not allocate funding in excess of the amounts given
from the following formulas:

1) General Formulas.

a) Travel shall not be funded to locations within a 150-mile radius of Georgia Tech’s Atlanta
campus. Mileage shall be calculated according to the website designated annually by the VPF.
This website shall be linked from the SGA website and its address shall be provided on
JacketPages. Round-trip mileage shall be considered when using the methodology below.
International travel is subject to these restrictions as well. Travel must exceed 350 geodesic miles
one-way in order for the air travel formula to be used. The VPF shall, at the beginning of every
fall semester, evaluate the coefficients of each travel formula to ensure they accurately reflect the
initial intentions of the formulas².

i) Automotive Travel Formula

(1) R shall be the current IRS Business Mileage Rate.
(2) C shall be the number of students travelling.
(3) M shall be the number of round-trip miles between Georgia Tech and the destination.
(4) Allocation = 0.05 × R × C × M, Maximum = C × $75.

ii) Air Travel Formula

(1) S shall be the number of students travelling
(2) M shall be the number of round-trip miles between Georgia Tech and the destination
(3) Allocation = 0.094 × M × S, Maximum = S × $150

² The ‘0.05’ coefficient is derived from the intention to fund 64.5% of average vehicle gas costs for a
vehicle of carrying four people. The average MPG of a vehicle on the road in the U.S. (20 MPG) and the
average price of a gallon of unleaded gasoline ($3.47) are taken into consideration when calculating the
coefficient. The ‘0.094’ coefficient is derived from the intention to fund 35% of the average cost of a
plane ticket when flying from the Atlanta area. The average cost of a plane ticket in the U.S. purchased
at a reasonable time is $0.27 per mile and is taken into consideration when calculating the coefficient.
2) Budget Formulas.
   a) No Tier III organization may receive more than three times its annual revenue in a budget. Revenue shall include all funds collected through fundraising, donations, sponsorships and membership fees.
   b) Tier II organizations may fund certain student positions. The level of this funding is defined in Appendix A. The percentage of tuition shall be an amount calculated from the estimated in-state tuition and fees for undergraduates for the fall and spring semesters of the following academic year published by the Georgia Tech Office of Financial Aid. All personnel requests not governed by the table in Appendix A shall be considered individually.

3) Non-capital Expenditure Formulas.
   a) Ticket Prices. If Georgia Tech students are charged admission to an event funded through a bill, the ticket price charged to an individual who is not a Georgia Tech student must be at least the sum of the per-student allocation for the event from all bills and the cost charged to a Georgia Tech student. There shall be no ticket cost requirement imposed upon events to which Georgia Tech students are not charged admission.

4) Capital Expenditure Formulas.
   a) For Tier III organizations, SGA may fund at most two-thirds of the total cost of each item that is part of a non-emergency capital expenditure.
   b) For any Tier III organization, the one-year allocation from the capital outlay account shall not exceed ten (10) percent of the funds available in this account at the start of the academic year.

Section 4. Specific Exemptions.

1) Tier II
   a) Travel within a 150-mile radius of Georgia Tech may be funded in full if the following conditions are met:
      i) Travel involves 100 or more students,
      ii) Travel is contracted through Georgia Tech Parking and Transportation Services,
      iii) Travel is provided both to and from the event.

2) Tier II and III
   a) Competitive
      i) Coaching stipends may be funded in a budget at a maximum of $1000 total.
      ii) Up to six away events may be funded in a budget or in bills at a maximum of $1000 each, excluding travel.
      iii) Costs associated with funding intercollegiate competitions may be funded if the following conditions are met:
          1) The competition consists of only the organization and one other team,
          2) The organization attends an equal number of away competitions at which no registration fee is charged,
          3) The total fiscal year allocation for home competitions and away tournaments does not exceed $6000.
      b) Multidisciplinary Competitive
         i) Coaching stipends may be funded in a budget at a maximum of $1000 total for each approved discipline. In order to qualify, each coach may be paid for only one discipline.
         ii) Up to six away events per approved discipline may be funded in a budget or in bills at a maximum of $1000 each, excluding travel. In order to qualify, events must be distinct to each discipline.