



Governing Procedure 7001 – The Clubs & Societies Fund

Approved By: Students' Administrative Council

Effective Date: October 27th, 2022

Last Reviewed:

Revised:

Administered By: Vice President, Finance and Governance

1 – PREAMBLE

In accordance with Section 2 of Governing Procedure 7000, this Governing Procedure (hereinafter “GP”) shall provide terms of reference for the Clubs & Societies Fund (hereinafter “C&S Fund”).

2 – DEFINITION OF THE C&S FUND

2.1 Purpose of the Fund: The purpose of the C&S Fund is to provide financial support to MASU affiliated Clubs and Societies.

2.2 Administration of the Fund: The C&S Fund shall be administered by the Finance and Administration Committee (hereinafter “F&A”), chaired by the Vice President, Finance and Governance (hereinafter “VPFG”).

2.3 Eligibility for the Fund: A Club/Society that applies for the C&S Fund shall be considered eligible for consideration to receive if they:

2.3.1 Are formally affiliated with the MASU;

2.3.2 Have two (2) Signing Officers, both of whom are currently enrolled at Mount Allison University;

2.3.3 Have received training in the current fiscal year as defined in GP 6000; and

2.3.4 Submit a complete application, signed by one (1) Signing Officer of the Club/Society, prior to the application deadline.

2.4 Application Frequency & Deadlines: The C&S Fund shall be awarded four times throughout each fiscal year, twice during the Fall semester and twice during the Winter semester. The first deadline to submit applications shall not be earlier than October 1st, and the final deadline shall be no later than April 1st.

2.5 Criteria for Funding Allocation: The following criteria shall guide the allocation of the C&S Fund:

2.5.1 No funds shall be allocated towards the following items:

- a) Purchases of alcohol, cannabis, or any Controlled Substance;
- b) Fundraisers, either in direct contribution or support of revenue-generating activities from which the Club/Society will earn net profit;
- c) Political action in direct support of any candidate for public office; and
- d) Honorarium or remuneration for a position within the Club/Society.

2.5.2 F&A shall prioritize, in no particular order, allocation of funds to applicants that:

- a) Provide a clear benefit to Union members and align with its mission, vision, and values;
- b) Do not duplicate an existing program or service provided by Mount Allison University and/or the MASU;
- c) Are inclusive of all Union members and/or aimed at furthering I-EDI initiatives on campus;
- d) Provide a detailed action plan and budget, describe a practical and achievable objective, and display financial responsibility;
- e) Demonstrate financial need and effort to seek multiple sources of funding;

2.6 Distribution of Award: Upon approval by the SAC, awarded funds shall be granted to Clubs/Societies for use as defined in GP 6000.