

Code of Laws Funding Checklist:

- Is officially recognized by Samford University and the Office of Student Life.
- Has an active agency account with Samford University for the purposes of maintaining and distributing funds related to the organization.
- Demonstrated financial responsibility and stewardship within the organization requesting funding shall be considered in Senate Allocations.
- Funds requested and purchases made must be consistent and congruent with the original stated purpose of the organization in its submitted funding request.
- Requests submitted after the deadline shall not be voted on until all deadline-meeting requests are voted on.
- Requests should include a detailed annual itemized budget as well as an itemized budget for the specific request.
- Each request shall be presented to senate as an individualized bill and include an itemized budget of the student organization.
- The funds are not requested for items outlined in Codes of Laws section 309.9.
- Do the members of the organization pay annual or semester dues? _____
- How many members are part of the organization? _____
- How may students outside of the organization will the proposed funds impact? _____
- How does this funding request fulfill the guideline of “Thoughtful Planning” in section 309.11?

- How does this funding request fulfill the guideline of “Impact” in section 309.11? _____
- How does this funding request fulfill the guideline of “Stewardship” in section 309.11?
