Budget Proposal Process

Fall 2016

1. Budget proposals are accepted throughout the year.

2. Budget proposals are for events and programming.

3. The GSO can request any amount of money, and may present a budget proposal for multiple events. Any funds approved and not spent for a specific event will go back into the general fund (They do not carry over.)

4. The GSO must be a recognized organization officially registered with the GSA and the event must be open for all graduate students and not just a particular program/club.

5. The budget proposal must be presented by the GSO at the GSA meeting, the budget proposal will not be voted on if a member of the GSO is not there to present the information and answer questions. GSO member will a few minutes to present followed by any questions the GSA might have.

6. After the GSO presents and questions are asked, the GSA will discuss the budget proposal and determine if it should be funded with the GSA budget and how much money should be granted if any.

7. Every budget proposal must be submitted two weeks before the next GSA meeting for it to be added to the agenda and copies made for GSA review during the meeting.

8. An official motion must be made to approve the budget or any portion thereof. Any member of the GSA may make the motion.

9. The President will ask the floor for a second to the motion.

10. If there is a second to the motion, the President will ask for all those in favor say “Aye” and raise their hands, and all those opposed to say “Nay” and raise their hands.

11. A simple majority is needed to pass the motion.

12. The GSA treasurer Ankita Singh and the Graduate Administrator Business Manager Tim Corcoran will notify student activities of the funding allowance approved.