

Club and Organization (CLOGR) Funding

Funds are available for registered clubs and organizations (CLOGRs) for allocation through budget hearings in the prior year's spring semester. These funds may be used to create programs, develop projects, or to purchase supplies for the organization.

Please read closely so your CLOGR knows how to receive funding and not be left out!

1. Budget Request Forms are available in SARLO by mid-April. Any CLOGR wishing to request funding for the following school year must submit a proposal to the CLOGRs treasurer by the date indicated on the Budget Proposal Form. A representative from each CLOGR is required to make a presentation at the annual Scripps Budget Hearing held each year in late April.
2. Scripps CLOGRs, SAS and Hall Council committees, and other 5-college CLOGRs that promote community awareness and a positive image of Scripps College among the College community and the community at large shall be given preference in the budget allocation process.
3. If a CLOGR has not claimed allotted funds for two consecutive years, no funds will be allotted during the budgeting process of the following year.
4. A contract regarding funding decisions will be arranged with a CLOGR, as the CLOGRs Chair or Treasure deem necessary. If the contract is not upheld, funding may be revoked by a simple-majority vote of the SAS Executive Branch.
5. After a CLOGR is allotted money, its funds are available the first week of October of the following academic year. Allotments granted at the Budget Hearing are intended for the entire school year, but 50% of the total allotment will be distributed at the beginning of each semester.
6. Claims for the first semester's allotment must be made to the Treasurer by the last Friday of November. Funds not claimed by this date will be reabsorbed into the SAS operating budget. Second semester funds will then be available during the spring semester. Claims for the second semester's allotment must be made to the SAS treasurer by the last Friday in March. Funds not claimed by this date will also be reabsorbed into the SAS operating budget.
7. If additional funding is needed or a new CLOGR needs funding, a CLOGR may submit an FAC Request Form to the CLOGRs Chair and apply for unallocated funds. SAS/student activity fee monies cannot be used to purchase alcohol and other prohibited items.

8. A CLORG is responsible for tracking its budget spending throughout the year and include a copy of this spending report in the CLORG's Budget Request at the spring allocation Budget Hearings.
9. If SAS is informed that funds are not being used appropriately, they reserve the right to investigate/remove funding from the CLORG for the current year as well as ask for the return of all ill-used funds.

Funding Requests for Registered 5-C CLORGs

Each spring, 5-C clubs and organizations are invited to submit a budget proposal for funding for the following year. Requests are heard during the annual 5-C Budget Hearings. Representatives from all 5 of the undergraduate student governments convene to hear the proposals. Each student government allocates funding to clubs and organizations.

- With the exception of CMC, all funding is housed in the ASPC Office at Pomona (Smith Campus Center, Ste. 244). In order to access funding, club and organization leaders must fill out a club/organization registration card in the ASPC Office, listing account signatories and important account information.

Checks for expenses, invoices, reimbursements, etc. are cut every Tuesday and Thursday.

- Students who wish to request additional funding for their club/organization, or those looking to start a new club/organization, may apply to the ASPC Budget Committee by filling out a Common ASPC Budget Request in the ASPC Office (Smith Campus Center, Ste. 244).
- 5-C CLORGs may also apply to FAC, whose forms are available in Scripps' SARLO office.
- In addition, students or clubs/organizations who wish to request funding for a one-time social event may apply to the CCLA (Committee for Campus Life and Activities) Budget Committee by filling out a Common CCLA Budget Request in the ASPC Office. Both budget committees meet weekly to hear requests and decide upon allocations.

For additional information, please contact the Pomona College ASPC Office at x18611.