



## University at Buffalo Student Association Inc.

### Senate Meeting Minutes

March 8, 2022

Capen 567

#### Present

Nicholas Singh, President; Montana Desabio, Vice President; Austin Wolfgang, Treasurer; Tyler Herman, Senate Chair; Josephina Nimarko, Student Affairs Director\*\*; Nathan Cottom, Academic Coordinator; Emma Elliot, Engineering Coordinator; Cassandra Ramsay, International Coordinator; Justin Barnes, Sports Coordinator; Krish Thakkar, Senator; Fatoumata Camara' Senator\*\*

#### Absent

Jason Li, Hobby Coordinator; Liryc Lewis, POC Coordinator; Fatou Diop, Senator; Madison Nitsche, Senator; Aastha Pandey, Senator; Khan Yasin, Senator; Afreen Tanisha, Special Interest Coordinator

#### Guests

Zachary Shortslef, Vice President Bowling Club; Josh Korman, SA Attorney; Olivia Courtney, Secretary

#### Call to Order

Tyler Herman, Senate Chair, calls the meeting to order at 7:45 pm

#### Approval of Minutes

- I. Tyler Herman, Senate Chair, presents the Senate Meeting Minutes for February 22<sup>nd</sup>, 2022, for approval
  - a. Motion to move minute approval to the next meeting by Nicholas Singh

Second Montana Desabio

Without objection, the motion passes by unanimous consent

**Conclusion: Approval of the Senate Meeting Minutes for February 22nd, 2022, moved to the next meeting.**

**\*\* Josephina Nimarko, Student Affairs Director Enters the meeting at 7:48pm**

### Old Business

- I. Tyler Herman, Chair presents Old Business to the Senate for consideration
  - a. Motion to move Old Business to next meeting by Austin Wolfgang

Second Nicholas Singh

Without objection, the motion passes by unanimous consent

**Conclusion: Motion to move Old Business to the next meeting approved**

### New Business

- I. Tyler Herman, Senate Chair, presents the appointment of Fatoumata Camara to the Senate to fill a vacancy for consideration
  - a. Motion to approve Fatoumata Camara as a new Senator by Nicholas Singh,

Second Josephina Nimarko

Nicholas Singh	Yes
Montana Desabio	Yes
Austin Wolfgang	Yes
Josephina Nimarko	Yes
Nathan Cottom	Yes
Emma Elliot	Yes
Cassandra Ramsay	Yes
Justin Barnes	Yes
Krish Thakkar	Yes

Tyler Herman            Abstain

9 Favor, 0 Against, 1 Abstain

**Conclusion: Fatoumata Camara approved as a New Senator**

**\*\* Fatoumata Camara becomes a voting member of the Senate**

II.     Tyler Herman, Senate Chair, presents Pilots Association Supplemental Funding Request for \$2000.00 for consideration

        Motion to approve Pilots Association Supplemental Funding Request for \$2000.00 by Nicholas Singh

                Second Emma Elliot

Nicholas Singh            Yes

Montana Desabio            Yes

Austin Wolfgang            Yes

Josephina Nimarko            Yes

Nathan Cottom            Yes

Emma Elliot            Yes

Cassandra Ramsay            Yes

Justin Barnes            Yes

Krish Thakkar            Yes

Fatoumata Camara            Yes

Tyler Herman            Abstain

10 Favor, 0 Against, 1 Abstain

**Conclusion: Pilot Association's Supplemental Funding Request for \$2000.00 approved**

III.     Tyler Herman, Senate Chair, presents Sikh Student Association Supplemental Funding Request for \$1515.00 to \$2000.00 for consideration

        Motion to amend the Supplemental Funding Request to \$2000.00 by Nicholas Singh

Second Austin

Without objection, the motion passes by unanimous consent

**Conclusion: Motion to Amend Sikh Student Association’s Supplemental Funding Request to \$2000.00 approved**

Motion to approve Sikh Student Association Supplemental Funding Request for \$2000.00 by Nicholas Singh

Second Krish Thakkar

Nicholas Singh	Yes
Montana Desabio	Yes
Austin Wolfgang	Yes
Josephina Nimarko	Yes
Nathan Cottom	Yes
Emma Elliot	Yes
Cassandra Ramsay	Yes
Justin Barnes	Yes
Krish Thakkar	Yes
Fatoumata Camara	Yes
Tyler Herman	Abstain

10 Favor, 0 Against, 1 Abstain

**Conclusion: Motion to Amend Sikh Student Association’s Supplemental Funding Request to \$2000.00 approved**

- IV. Tyler Herman, Senate Chair, presents Political Science Undergraduate Student Association Supplemental Funding Request for \$750.00 for consideration  
Motion to approve Political Science Undergraduate Student Association Supplemental Funding Request for \$750.00 by Austin Wolfgang

Second Montana Desabio

Nicholas Singh	Yes
Montana Desabio	Yes
Austin Wolfgang	Yes
Josephina Nimarko	Yes
Nathan Cottom	Yes
Emma Elliot	Yes
Cassandra Ramsay	Yes
Justin Barnes	Yes
Krish Thakkar	Yes
Fatoumata Camara	Yes
Tyler Herman	Abstain

10 Favor, 0 Against, 1 Abstain

**Conclusion: Political Science Undergraduate Student Association Supplemental Funding Request for \$750.00 approved**

- V. Tyler Herman, Senate Chair, presents Pre-Dental Association Supplemental Funding Request for \$494.67 for consideration

Motion to approve Pre-Dental Association Supplemental Funding Request for \$494.67 by Nicholas Singh

Second Justin Barnes

Nicholas Singh	Yes
Montana Desabio	Yes
Austin Wolfgang	Yes
Josephina Nimarko	Yes
Nathan Cottom	Yes
Emma Elliot	Yes

Cassandra Ramsay	Yes
Justin Barnes	Yes
Krish Thakkar	Yes
Fatoumata Camara	Yes
Tyler Herman	Abstain

10 Favor, 0 Against, 1 Abstain

**Conclusion: Pre-Dental Association Supplemental Funding Request for \$494.67 approved**

VI. Tyler Herman, Senate Chair, presents French Club Supplemental Funding Request Part 1 for consideration

Motion to amend the supplemental funding request to \$200.00 by Nicolas Singh

Second Austin Wolfgang

Without objection, the motion passes by unanimous consent

**Conclusion: Motion to Amend French Club’s Supplemental Funding Request Part 1 to \$200.00 approved**

Motion to approve French Club Supplemental Funding Request Part 1 for \$200.00 by Nathan Cottom

Second Josephina Nimarko

Nicholas Singh	Yes
Montana Desabio	Yes
Austin Wolfgang	Yes
Josephina Nimarko	Yes
Nathan Cottom	Yes
Emma Elliot	Yes
Cassandra Ramsay	Yes
Justin Barnes	Yes

Krish Thakkar        Yes  
Fatoumata Camara    Yes  
Tyler Herman         Abstain

10 Favor, 0 Against, 1 Abstain

**Conclusion: French Club Supplemental Funding Request Part 1 for \$200.00 approved**

**\*\* Justin Barnes and Cassandra Ramsay Leave the Meeting**

VII. Tyler Herman, Senate Chair, presents French Club Supplemental Funding Request Part 2 for \$250.00 for consideration

Motion to approve French Club Supplemental Funding Request Part 2 for \$250.00 by Nicholas Singh

Second Montana Desabio

Nicholas Singh        Yes  
Montana Desabio      Yes  
Austin Wolfgang       Yes  
Josephina Nimarko    Yes  
Nathan Cottom         Yes  
Emma Elliot            Yes  
Krish Thakkar         Yes  
Fatoumata Camara    Yes  
Tyler Herman         Abstain

8 Favor, 0 Against, 1 Abstain

**Conclusion: French Club Supplemental Funding Request Part 2 for \$250.00 approved**

**\*\* Justin Barnes re-enters the Meeting**

VIII. Tyler Herman, Senate Chair, presents AIAA Supplemental Funding Request for \$1600.00 for consideration

Motion to table AIAA's supplemental funding request by Nicolas Singh

Second Nathan Cottom

Without objection, the motion passes by unanimous consent

**Conclusion: AIAA's Supplemental Funding Request tabled until the next meeting.**

- IX. Tyler Herman, Senate Chair, presents Resolution to Waive Fundraising Requirements for consideration

Motion to approve Resolution to Waive Fundraising Requirements by Austin Wolfgang

Second Josephina Nimarko

Nicholas Singh Yes

Montana Desabio Yes

Austin Wolfgang Yes

Josephina Nimarko Yes

Nathan Cottom Yes

Emma Elliot Yes

Justin Barnes Yes

Krish Thakkar Yes

Fatoumata Camara Yes

Tyler Herman Abstain

9 Favor, 0 Against, 1 Abstain

**Conclusion: Resolution to Waive Fundraising Requirements approved**

- X. Austin Wolfgang, Treasurer, presents Budget Adjustment #07 to the Senate for consideration

- a. Motion to approve Budget Adjustment #07 by Austin Wolfgang

Second Justin Barnes

Nicholas Singh	Yes
Montana Desabio	Yes
Austin Wolfgang	Yes
Josephina Nimarko	Yes
Nathan Cottom	Yes
Emma Elliot	Yes
Justin Barnes	Yes
Krish Thakkar	Yes
Fatoumata Camara	Yes
Tyler Herman	Abstain

9 Favor, 0 Against, 1 Abstain

**Conclusion: Budget Adjustment #07 was approved**

### Adjournment

- I. Motion to Adjourn meeting by Austin Wolfgang

Second Montana Desabio

Without objection, the motion passes by unanimous consent

**Conclusion: Meeting of the Senate Committee Adjourned**



# Supplemental Funding Request Information

Each year clubs have an opportunity to apply for Supplemental Funding from their Council Coordinator or the SA Board of Directors. Paperwork and guidelines are on the following pages.

1. The requesting club must be recognized by the Student Association and must meet all criteria to be in good standing. (Criteria for good standing can be found in the Club Handbook.)
2. All Clubs are required to submit the Supplemental Funding Request Form.
  - a. A club must be able to produce proof of the current account balance and fund-raising totals upon request; this information can be obtained from the club's general ledger or requesting help from the finance department in the SA Office.
  - b. The club must indicate the goals and purpose of the activity being sponsored and how the activity will benefit the UB Undergraduates.
  - c. All sources of income for the activity must be listed.
3. The funds allocated to a club must be used only for the purpose outlined on the application submitted, and proof of this must be submitted to the Council Coordinator or SA Board of Directors upon request.
4. Clubs may be asked to make an oral presentation to the Board of Directors. Persons making the presentation must be able to answer all pertinent questions the Board may have.
5. All funding requests must be submitted to the club's Council Coordinator. Supplemental Funding Requests from the Council Coordinator will be submitted to the SA Treasurer for review and if approved will be added to the next Budget Adjustment. Supplemental Funding Requests from the SA Board of Directors should be submitted to the Council Coordinator to be added to the Board of Director's agenda for approval.
  - a. The approval of a supplemental funding request and the transfer of funds may not occur in the same meeting, be prepared for this delay.

Please note that the Council Coordinator and/or Board of Directors reserve the right to provide all, some, or none of the funds requested based on the objective analysis of the Club's needs, past activities, completion of criteria, and availability of funds.

Please note that Supplemental Funding money does not count as fundraising or a fundraising event, and is NOT eligible for rollover.

Please note that the Council Coordinator and/or Board of Directors reserve the right to:

- Take back any money given in supplemental funding that was not spent on the event stated
- Take back all monies given to the club if the club cancels the event
- Fines and other penalties may be applied to a club that uses supplemental funding money for anything other than the event that they applied for. Penalties may include de-recognition.

It may take up to three weeks for a club to receive into their budget any monies given to the club by the Council Coordinator and/or Board of Directors. All financial rules apply to supplemental funding monies including pre-approval through the SAFE system before money can be spent.

To be considered for Supplemental Funding by the Council Coordinator, a club representative must be able to meet with the Council Coordinator to answer any questions upon request. To be considered for Supplemental Funding by the Board of Directors, a club representative must be at the scheduled Board of Directors meeting in order to present the request. Forms must be legible, complete, including a full budget and the club must meet the criteria to receive the funding. Funding for events with pre-set days should be submitted at least four weeks prior to the event in order to ensure a timely response and processing time for the money into the clubs account for spending. Request should be handed in to the Club's Council Coordinator for review and submission to the correct party.



# Supplemental Funding Request Form

## Club Information:

Club Name: UB Pilots Asscociation

Representative Name: Shantu Barua Title: President

Event: Discovery Flight and Ground Flight Lesson

Event Date: March to April Start Time: 1 PM End Time: 6 PM

### Description of Event:

Discovery Flight and Ground Flight lesson would be a semester-long event. Our vision is to take our members on a flight so they can experience how it feels to be a pilot and embrace their passion for flying. We have contacted buffalo local flight schools who would be giving them the experience. Members also would be taking flight ground lessons in a classroom environment area in order to learn the basic fundamentals of flying.

### Benefits of the Event to UB Undergrads:

Our community has been very dependent on being as resourceful as possible. We currently use 2 small flight simulators to teach members basic maneuvering procedures. However this year, we want to take a step forward seeking to give students the benefit to learn in an actual aircraft with a certified flight instructor. In addition, the members would be able to apply their class knowledge to real life.

### Purpose of this Event:

The purpose is to give experience to students who are enthusiastic and passionate about aviation but not financially stable enough to do their flight lessons and encouraged to pursue aviation as their career.

## Itemized list of how supplemental funds will be used:

Item:	Dollar Amount:
Flight School Aircraft's Fuel, Flight instructor Fee and Ground School Instructor Fee	\$ 2,000.00
	\$
	\$
	\$
	\$
	\$
<b>Total being requested:</b>	\$ 2,000.00

Club Budget Information:

Current balance of club budget: \$ 609.37

Expenditures already encumbered (requested) for this event:

Item:	Dollar Amount:
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$ 0.00

Other Monies being requested or has been granted for this event:

Item:	Dollar Amount:
	\$
	\$
	\$

Ticket Sales Information:

Will there be ticket sales for this event:

	Price:
Patron Type:	\$
<b>Total Ticket Sale Revenue:</b>	\$ 0.00

Other Information that you want the Council Coordinator and/or Board of Directors to know:

## Supplemental Funding Approval Signature Page

To be completed by the Council Coordinator or Chair of the Board of Directors before submission to the SA Treasurer. The completed supplemental funding request that was presented to the Coordinator or Board for consideration must be attached for the club to receive any monies into their account.

Club Name: UB Pilots Asscosiation

Council: \_\_\_\_\_

Amount of Money: \_\_\_\_\_

Event Money is to be used for: \_\_\_\_\_

Date of Event: March to April

Type of Supplemental Funding Request:

\_\_\_\_\_ Board of Directors

Chair of Board of Directors Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Meeting Date that the Funding Request was voted on: \_\_\_\_\_

\_\_\_\_\_ Coordinator

Coordinator Signature: \_\_\_\_\_

Council Name: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Final Approval to be added to a Budget Adjustment

SA Treasurer Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Monies to be transferred to club as part of Budget Adjustment: \_\_\_\_\_



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# Supplemental Funding Request Form

## Club Information:

Club Name: Sikh Student Association

Representative Name: Harlain Gill Title: President

Event: Punjabi Gala 2022

Event Date: 4/16/2022 Start Time: 7 pm End Time: 11 pm

### Description of Event:

Sikh SA hosts an annual gala which includes acknowledgements of cultural traditions, Indian food, and performances by cultural groups. There will also be an open dance floor!

### Benefits of the Event to UB Undergrads:

Punjabi Gala has been around since the start of the club and many UB undergrads look forward to it every year (this year especially because there wasn't a Punjabi Gala last year due to Covid). It is a unique event held every year that promotes inclusivity and diversity where many people identify/share cultural roots (Sikh SA, Indian SA, Pakistani SA, and many more!)

### Purpose of this Event:

The purpose of this event is to recognize progress and it has been such an inclusive event in the past. We celebrate our unique culture and share it with the UB community and many other SAs take part in it as well. It is also a great meeting point for our community.

### Itemized list of how supplemental funds will be used:

Item:	Dollar Amount:
Catering Services (Taj Grill)	\$ 1,515.00
	\$
	\$
	\$
	\$
	\$
<b>Total being requested:</b>	<b>\$ 1,515.00</b>

Club Budget Information:

Current balance of club budget: \$ 4,435.04

Expenditures already encumbered (requested) for this event:

Item:	Dollar Amount:
DJ (DJ Taran)	\$ 800.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Other Monies being requested or has been granted for this event:

Item:	Dollar Amount:
Venue Rental (Admiral Room)	\$ 6,788.35
Dessert/Misc.	\$ 100.00
	\$

Ticket Sales Information:

Will there be ticket sales for this event: Yes

	Price:
Patron Type: Eboard	\$ 0.00
Patron Type: Performers	\$ 240.00
Patron Type: Pre-sale Undergrad only	\$ 1,440.00
Patron Type: UB Students	\$ 1,612.00
Patron Type: General Admission	\$ 700.00
<b>Total Ticket Sale Revenue:</b>	<b>\$ 3,992.00</b>

Other Information that you want the Council Coordinator and/or Board of Directors to know:

## Supplemental Funding Approval Signature Page

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Club Name: Sikh Student Association

Council: \_\_\_\_\_

Amount of Money: \_\_\_\_\_

Event Money is to be used for: \_\_\_\_\_

Date of Event: 4/16/2022

Type of Supplemental Funding Request:

\_\_\_\_\_ Board of Directors

Chair of Board of Directors Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Meeting Date that the Funding Request was voted on: \_\_\_\_\_

\_\_\_\_\_ Coordinator

Coordinator Signature: \_\_\_\_\_

Council Name: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Final Approval to be added to a Budget Adjustment

SA Treasurer Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Monies to be transferred to club as part of Budget Adjustment: \_\_\_\_\_



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# Supplemental Funding Request Form

## Club Information:

Club Name: Political Science Undergraduate Student Association

Representative Name: Maryam Masoud Title: President

Event: Political Science Senior Graduation Ceremony

Event Date: April 22, 2022 Start Time: 5:30 End Time: 7:30

### Description of Event:

At the Political Science Graduation, graduating Political Science students will be recognized for their achievement with a cord and certificate. After the ceremony, students, faculty, and family can mingle and enjoy snacks.

### Benefits of the Event to UB Undergrads:

After almost two years of online school, students are eager to have their achievements recognized in-person. The Political Science graduation will allow them to celebrate with their peers in an intimate atmosphere.

### Purpose of this Event:

The purpose of this event is to honor and recognize graduating Political Science students. Furthermore, we wish to revive this event as it took place every year up until 2005.

## Itemized list of how supplemental funds will be used:

Item:	Dollar Amount:
Cords	\$ 300.00
Certificates	\$ 200.00
Photographer	\$ 400.00
Decor	\$ 100.00
Snacks	\$ 500.00
<b>Total being requested:</b>	<b>\$ 1,500.00</b>

Club Budget Information:

Current balance of club budget: \$ 0.00

Expenditures already encumbered (requested) for this event:

Item:	Dollar Amount:
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Other Monies being requested or has been granted for this event:

Item:	Dollar Amount:
	\$
	\$
	\$

Ticket Sales Information:

Will there be ticket sales for this event: No

	Price:
Patron Type:	\$
<b>Total Ticket Sale Revenue:</b>	\$ 0.00

Other Information that you want the Council Coordinator and/or Board of Directors to know:

We currently do not possess a budget and would greatly appreciate any funds SA can provide us.

Note: Request is being made for 1/2 of this cost to come from the Senate Supplemental Line, and 1/2 of the cost to come from under The Academic Council's Supplemental Line.

## Supplemental Funding Approval Signature Page

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Club Name: Political Science Undergraduate Student Association

Council: \_\_\_\_\_

Amount of Money: \_\_\_\_\_

Event Money is to be used for: \_\_\_\_\_

Date of Event: April 22, 2022

Type of Supplemental Funding Request:

\_\_\_\_\_ Board of Directors

Chair of Board of Directors Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Meeting Date that the Funding Request was voted on: \_\_\_\_\_

\_\_\_\_\_ Coordinator

Coordinator Signature: \_\_\_\_\_

Council Name: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Final Approval to be added to a Budget Adjustment

SA Treasurer Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Monies to be transferred to club as part of Budget Adjustment: \_\_\_\_\_



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# Supplemental Funding Request Form

## Club Information:

Club Name: Pre-Dental Association

Representative Name: Maxwell Balko Title: President

Event: Suture Kit - Dental School Collaboration

Event Date: 4/21 Start Time: 6:00 PM End Time: 7:00 PM

### Description of Event:

We have a dental student from the UB School of Dental Medicine that will come in and show the class how to suture, the importance of knowing how to stuture, and what suturing is used for in the dental medicine world. Students will then be able to practice suturing on their own with the purchased suture kits.

### Benefits of the Event to UB Undergrads:

Exposure to a very important and fun aspect of dental medicine. Will get to ask questions about dental school that may not be readily available anywhere else specifically from a current dental student.

### Purpose of this Event:

Teach members about the things that are taught in dental school and provide a fun easy way to expose them to the kinds of techniques and relevant dental procedures. The suture kits are also reusaeble and can be used for many years to come.

### Itemized list of how supplemental funds will be used:

Item:	Dollar Amount:
Medarchitect Suture Practice Kit (\$29.98 x 33)	\$ 989.34
	\$
	\$
	\$
	\$
	\$
<b>Total being requested:</b>	\$ 989.34

Club Budget Information:

Current balance of club budget: \$ 1,271.59

Expenditures already encumbered (requested) for this event:

Item:	Dollar Amount:
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Other Monies being requested or has been granted for this event:

Item:	Dollar Amount:
	\$
	\$
	\$

Ticket Sales Information:

Will there be ticket sales for this event: No

	Price:
Patron Type:	\$
<b>Total Ticket Sale Revenue:</b>	\$ 0.00

Other Information that you want the Council Coordinator and/or Board of Directors to know:

Even though our club currently has enough funds to purchase the kits, if we paid using our current funds it would use up money we plan to use for the purchase of food, tshirts, and for the end of the year event we plan to hold for our members. Thank you to SA for providing this opportunity, we greatly appreciate your time and consideration for this purchase that can also be used for future events in the coming years.

Note: We ask that 1/2 of this cost come from the Senate Supplemental Line, and 1/2 of shit cost come from the Academic Council Supplemental Line.

## Supplemental Funding Approval Signature Page

To be completed by the Council Coordinator or Chair of the Board of Directors before submission to the SA Treasurer. The completed supplemental funding request that was presented to the Coordinator or Board for consideration must be attached for the club to receive any monies into their account.

Club Name: Pre-Dental Association

Council: \_\_\_\_\_

Amount of Money: \_\_\_\_\_

Event Money is to be used for: \_\_\_\_\_

Date of Event: 4/21

Type of Supplemental Funding Request:

\_\_\_\_\_ Board of Directors

Chair of Board of Directors Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Meeting Date that the Funding Request was voted on: \_\_\_\_\_

\_\_\_\_\_ Coordinator

Coordinator Signature: \_\_\_\_\_

Council Name: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Final Approval to be added to a Budget Adjustment

SA Treasurer Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Monies to be transferred to club as part of Budget Adjustment: \_\_\_\_\_



# Supplemental Funding Request Information

Each year clubs have an opportunity to apply for Supplemental Funding from their Council Coordinator or the SA Board of Directors. Paperwork and guidelines are on the following pages.

1. The requesting club must be recognized by the Student Association and must meet all criteria to be in good standing. (Criteria for good standing can be found in the Club Handbook.)
2. All Clubs are required to submit the Supplemental Funding Request Form.
  - a. A club must be able to produce proof of the current account balance and fund-raising totals upon request; this information can be obtained from the club's general ledger or requesting help from the finance department in the SA Office.
  - b. The club must indicate the goals and purpose of the activity being sponsored and how the activity will benefit the UB Undergraduates.
  - c. All sources of income for the activity must be listed.
3. The funds allocated to a club must be used only for the purpose outlined on the application submitted, and proof of this must be submitted to the Council Coordinator or SA Board of Directors upon request.
4. Clubs may be asked to make an oral presentation to the Board of Directors. Persons making the presentation must be able to answer all pertinent questions the Board may have.
5. All funding requests must be submitted to the club's Council Coordinator. Supplemental Funding Requests from the Council Coordinator will be submitted to the SA Treasurer for review and if approved will be added to the next Budget Adjustment. Supplemental Funding Requests from the SA Board of Directors should be submitted to the Council Coordinator to be added to the Board of Director's agenda for approval.
  - a. The approval of a supplemental funding request and the transfer of funds may not occur in the same meeting, be prepared for this delay.

Please note that the Council Coordinator and/or Board of Directors reserve the right to provide all, some, or none of the funds requested based on the objective analysis of the Club's needs, past activities, completion of criteria, and availability of funds.

Please note that Supplemental Funding money does not count as fundraising or a fundraising event, and is NOT eligible for rollover.

Please note that the Council Coordinator and/or Board of Directors reserve the right to:

- Take back any money given in supplemental funding that was not spent on the event stated
- Take back all monies given to the club if the club cancels the event
- Fines and other penalties may be applied to a club that uses supplemental funding money for anything other than the event that they applied for. Penalties may include de-recognition.

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# Supplemental Funding Request Form

## Club Information:

Club Name: French Club

Representative Name: Sophie May Title: President

Event: French Olympics

Event Date: April 2022 Start Time: TBD End Time: TBD

### Description of Event:

The French Olympics will be an outdoor event consisting of baguette fencing, French roll dodgeball, and French-themed trivia. All activities will feature an educational aspect that will help students learn more about the French language and culture. For example, in the dodgeball tournament, students who are "out" can only re-enter the game after correctly answering a French trivia question. In the fencing tournament, students will learn French expressions to use during the match.

### Benefits of the Event to UB Undergrads:

This event will help UB undergrads relax during a busy time of the semester. It will also promote campus involvement and unite students interested in French language and culture. Finally, this activity will educate students on this topic through answering trivia questions and using French terms in the fencing tournament.

### Purpose of this Event:

The purpose of this event is to unite and educate students interested in the French language and culture.

## Itemized list of how supplemental funds will be used:

Item:	Dollar Amount:
Baguettes	\$ 75.00
Rolls	\$ 75.00
Prize	\$ 50.00
	\$
	\$
<b>Total being requested:</b>	<b>\$ 200.00</b>

Club Budget Information:

Current balance of club budget: \$ 0.00

Expenditures already encumbered (requested) for this event:

Item:	Dollar Amount:
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Other Monies being requested or has been granted for this event:

Item:	Dollar Amount:
	\$
	\$
	\$

Ticket Sales Information:

Will there be ticket sales for this event: No

	Price:
Patron Type:	\$
<b>Total Ticket Sale Revenue:</b>	\$ 0.00

Other Information that you want the Council Coordinator and/or Board of Directors to know:

The French Club currently doesn't have a budget and would greatly appreciate any assistance SA can provide. Because of this, we ask that SA take our event into consideration, as it would be beneficial for the club, help boost turnout of our relatively new club, and hopefully be enjoyed by many UB students.

Note: Request is being made for 1/2 of this cost to come from the Senate Supplemental Line, and 1/2 of the cost to come from under The Academic Council's Supplemental Line.

## Supplemental Funding Approval Signature Page

To be completed by the Council Coordinator or Chair of the Board of Directors before submission to the SA Treasurer. The completed supplemental funding request that was presented to the Coordinator or Board for consideration must be attached for the club to receive any monies into their account.

Club Name: French Club

Council: \_\_\_\_\_

Amount of Money: \_\_\_\_\_

Event Money is to be used for: \_\_\_\_\_

Date of Event: April 2022

Type of Supplemental Funding Request:

\_\_\_\_\_ Board of Directors

Chair of Board of Directors Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Meeting Date that the Funding Request was voted on: \_\_\_\_\_

\_\_\_\_\_ Coordinator

Coordinator Signature: \_\_\_\_\_

Council Name: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Final Approval to be added to a Budget Adjustment

SA Treasurer Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Monies to be transferred to club as part of Budget Adjustment: \_\_\_\_\_



# Supplemental Funding Request Information

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# Supplemental Funding Request Form

## Club Information:

Club Name: French Club

Representative Name: Sophie May Title: President

Event: French Club Merchandise

Event Date: N/A Start Time: N/A End Time: N/A

### Description of Event:

The French Club would like to sell merch in order to fundraise money, but according to SA policy, we must sell it through SA. This poses a challenge, as since we do not yet have a budget, we cannot pay SA to order it. We originally wanted to collect money from interested students to purchase it, but we have since realized this is not permitted.

### Benefits of the Event to UB Undergrads:

Owning merchandise would allow students to feel more connected to the organization and would contribute to a sense of belonging at UB.

### Purpose of this Event:

## Itemized list of how supplemental funds will be used:

Item:	Dollar Amount:
Merchandise	\$ 500.00
	\$
	\$
	\$
	\$
	\$
<b>Total being requested:</b>	<b>\$ 500.00</b>

## Club Budget Information:

Current balance of club budget: \$ \_\_\_\_\_

Expenditures already encumbered (requested) for this event:

Item:	Dollar Amount:
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Other Monies being requested or has been granted for this event:

Item:	Dollar Amount:
	\$
	\$
	\$

Ticket Sales Information:

Will there be ticket sales for this event: No

	Price:
Patron Type:	\$
<b>Total Ticket Sale Revenue:</b>	\$ 0.00

Other Information that you want the Council Coordinator and/or Board of Directors to know:

The French Club currently doesn't have a budget and would greatly appreciate any assistance SA can provide. Because of this, we ask that SA take our event into consideration, as it would be beneficial for the club, help boost turnout of our relatively new club, and hopefully be enjoyed by many UB students.

Note: Request is being made for 1/2 of this cost to come from the Senate Supplemental Line, and 1/2 of the cost to come from under The Academic Council's Supplemental Line.

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Club Name: **French Club** \_\_\_\_\_

Council: \_\_\_\_\_

Amount of Money: \_\_\_\_\_

Event Money is to be used for: \_\_\_\_\_

Date of Event: **N/A** \_\_\_\_\_

Type of Supplemental Funding Request:

\_\_\_\_\_ Board of Directors

Chair of Board of Directors Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Meeting Date that the Funding Request was voted on: \_\_\_\_\_

\_\_\_\_\_ Coordinator

Coordinator Signature: \_\_\_\_\_

Council Name: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Final Approval to be added to a Budget Adjustment

SA Treasurer Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Monies to be transferred to club as part of Budget Adjustment: \_\_\_\_\_



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- Take back all monies given to the club if the club cancels the event
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# Supplemental Funding Request Form

## Club Information:

Club Name: American Institute of Aeronautics and Astronautics

Representative Name: Alexander Podvezko Title: President

Event: AIAA Design Build Fly Competition

Event Date: 4-20-22 through 4-24-222 Start Time: 10 am on 4-21-22 End Time: 5 pm on 4-24-22

### Description of Event:

UB AIAA has 2 competitive build teams, one of these build teams, DBF (design build fly) made the cut for the 2022 DBF Competition in Wichita, Kansas at hosted at Textron Aviation in Wichita, Kansas. Over these 4 days teams from all over the country and from all over the world will be bringing their custom-built RC aircraft to determine who has the best vaccine-delivery plane, all while networking with dozens of companies that are likely to hire these students in the future.

### Benefits of the Event to UB Undergrads:

This year AIAA has had more attendance than ever, and our attending members have been highly motivated in all aspects of the club, learning, building, fundraising, community engagement, and more. We are bringing more members this year than ever before because they all worked hard for it. There will be lots of networking, in the past some students were hired on the spot. Seeing how other teams design their planes, as well as learning what companies look for in future employees.

### Purpose of this Event:

Competition, learning about different engineering and building techniques, visiting Aerospace company booths and networking, bringing glory to UB, UB SA, and UB SEAS, potentially being hired or landing an internship or co-op

## Itemized list of how supplemental funds will be used:

Item:	Dollar Amount:
2 7-passenger minivan rentals for 5 days, \$754 each, x2, because we are taking 14 people	\$ 1,508.00
rounded up to nearest hundred in case if price goes up (according to the news, Ukraine-Russian conflict may have an impact)	\$ 92.00
	\$
	\$
	\$
	\$
<b>Total being requested:</b>	\$ 1,600.00

## Club Budget Information:

Current balance of club budget: \$ 14,274.49

Expenditures already encumbered (requested) for this event:

Item:	Dollar Amount:
building materials	\$ 702.62
equipment	\$ 389.77
current estimate for flights (may go up due to Ukrainian-Russian Conflict) + shipping plane to Wichita	\$ 5,300.00
current estimate for AirBNB	\$ 2,335.40
other pending building material aquisitions	\$ 414.80
other pending equipment aquisitions	\$ 1,158.91
micro-G build team budget	\$ 1,500.00
<b>total</b>	<b>\$ 11,801.50</b>

Other Monies being requested or has been granted for this event:

Item:	Dollar Amount:
composite materials for building, granted through Engineering partnership grant	\$ 1,700.00
computer for performing ANSYS simulations, engineering partnership grant	\$ 1,000.00
laser cutter maintainance and upgrades, through AIAA Niagara Frontier Section	\$ 614.00

Ticket Sales Information:

Will there be ticket sales for this event: No

	Price:
Patron Type:	\$
<b>Total Ticket Sale Revenue:</b>	<b>\$ 0.00</b>

Other Information that you want the Council Coordinator and/or Board of Directors to know:

The main concern is, the closer we get to April 20, flights go up in price as they naturally do, while SA processes our flight requests. Also the news relating to to Ukrainian-Russian conflict projects that flights can increase due to sanctions on Russian fuel. In the meantime, AirBNB's will continue to be booked by other AIAA teams traveling to Wichita, the better deals may be picked up by other teams, and it is possible that the AirBNB price can grow a bit as well. After a discussion with RP, he advised that Ubers may be in short supply due to the size of the event, and rental cars is the more reliable option. Also our plane is big, reliable access to a large vehicle for transport is important.

## Supplemental Funding Approval Signature Page

To be completed by the Council Coordinator or Chair of the Board of Directors before submission to the SA Treasurer. The completed supplemental funding request that was presented to the Coordinator or Board for consideration must be attached for the club to receive any monies into their account.

Club Name: American Institute of Aeronautics and Astronautics

Council: \_\_\_\_\_

Amount of Money: \_\_\_\_\_

Event Money is to be used for: \_\_\_\_\_

Date of Event: 4-20-22 through 4-24-22

Type of Supplemental Funding Request:

\_\_\_\_\_ Board of Directors

Chair of Board of Directors Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Meeting Date that the Funding Request was voted on: \_\_\_\_\_

\_\_\_\_\_ Coordinator

Coordinator Signature: \_\_\_\_\_

Council Name: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Final Approval to be added to a Budget Adjustment

SA Treasurer Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Monies to be transferred to club as part of Budget Adjustment: \_\_\_\_\_



Suite 350 Student Union Amherst, New York 14260

(716) 645-2950 fax: (716) 645-2112 [www.sa.buffalo.edu](http://www.sa.buffalo.edu)

### Resolution to Waive Club Fundraising Requirements

**WHEREAS** The COVID-19 pandemic and the restrictions around it have artificially reduced spending by clubs and the Student Association as a whole

**WHEREAS** The COVID-19 pandemic and pandemic-related staffing issues continue to affect vendors abilities to host outside fundraisers for clubs

**WHEREAS** the Student Association currently has more than one years budget in undesignated reserves that must be designated by the end of the fiscal year and does not want to inflate that number further through unnecessary fundraising

**RESOLVED**, The Student Association Senate hereby waives the requirement that permanent clubs “fundraise at least 50% of the club’s allocated budget for the academic year” for the 2021-2022 academic/fiscal year; and

**RESOLVED**, The Student Association Senate hereby waives the requirement that temporary clubs host “2 Fundraising Events per Semester” for the 2021-2022 academic/fiscal year; and

**RESOLVED**, The Treasurer of the Student Association is directed to notify all clubs that the requirement has been officially waived

