

SGA Article VIII:

Policy on Eagle's Nest Funding

Section 1: Purpose Statement

- A.) The purpose of Eagle's Nest funding is to assist registered student organizations with their programming, which can be defined as events, services, or projects that directly benefit the University of North Texas.

Section 2: Composition

- A.) Eagle's Nest will be overseen by a director (Director of Student Allocations over Eagle's Nest) that shall also serve as a Student Government Association (SGA) Executive Board member at the discretion of the SGA President and meet all requirements for the SGA Executive Board.
- B.) The Eagle's Nest committee shall consist of the Eagle's Nest Director and at least four other UNT students selected by the Eagle's Nest Director.

Section 3: Duties of the Director

- A.) The Eagle's Nest Director shall schedule dates, times, and locations for the Eagle's Nest committee to meet and review funding requests received.
- B.) The dates and times of the Eagle's Nest committee will be announced at the first SGA meeting of each long semester.
- C.) The dates and times of the SGA Resource Meetings will be announced at the first SGA meeting of each long semester.
- D.) The Director will review eligibility of all applications in conjunction with the Student Activities Center.
- E.) The Director will set deadlines for the student organization that has been granted funding to submit all funding paperwork. It is at the discretion of the student organization to meet all requirements set by the Director.
- F.) The Director will maintain funding records for a minimum of five fiscal years.
- G.) The Director will represent Eagle's Nest on various University Committees, actively correspond with the Student Activities Center, and serve as the official representative of Eagle's Nest Fund.
- H.) The Director will publish student organization events, awarded Eagle's Nest funding, on the SGA website and other social media platforms.

Section 4: Duties of the Eagle's Nest Committee

- A.) At least one member of the Eagle's Nest committee or a member of the SGA Executive Board are required to attend an Eagle's Nest funded event.
- B.) Eagle's Nest committee members and the SGA Executive Board members must submit Event Report Forms, for each event that they attend, to the Director of Student Allocations over Eagle's Nest.
- C.) A committee member must report a conflict of interest to the Director of Student Allocations over Eagle's Nest.

Section 5: Funding Requirements

- A.) Student organizations can apply for up to \$3,000, but any amount exceeding that will need to gain approval through the UNT SGA President to be seen by the Eagle's Nest committee.
- B.) Eagle's Nest funding shall consist of money allocated annually from the Student Service Fee Committee.
- C.) To receive funding, an organization must be officially registered with the Student Activities Center and meet all requirements set forth by the Student Government Association By-Laws.
- D.) All organizations receiving Eagle's Nest funding must provide programs or services that directly benefit the Student Body of the University of North Texas, and does not detract from the image of the University.
- E.) Eagle's Nest funding will only be granted to registered student organizations who do not receive any student service fees.
- F.) All programs receiving Eagle's Nest funding must serve for the betterment of campus life, present an opportunity for student involvement, are free, open, and on-campus, and provide equal access to all students where reasonable accommodation can be made.
- G.) The Eagle's Nest committee will not deny funding on the basis of race, color, national or ethnic origin, religion, sex, sexual orientation, gender identity or expression, age, political affiliation, disability, marital status, ancestry, genetic information, citizenship, or veteran status.
- H.) Funding requests for specific programs or services must be submitted at least four weeks prior to the programming date and may only be granted for programs and services taking place within the academic year in which they were considered.
- I.) Under extenuating circumstances at least one week prior to the event, the Eagle's Nest committee, by a two-thirds majority vote, can hold a vote to alter the timeline mentioned in Section 5, Point H.
- J.) The link to the Eagle's Nest application must be located on the Student Government Association website along with a copy of the Eagle's Nest By-Laws.

Section 6: Organization Responsibilities

- A.) Student organizations must submit an Eagle's Nest application at least four weeks prior to the programming date—the submission of an application after the four week deadline will result in a denial.
- B.) Student organizations are required to attend a resource meeting prior to submitting an application for funding. Attending a resource meeting after an organization has submitted an application will result in a denied application.
- C.) Student organizations must submit an Event Application with the Student Activities Center prior to applying for Eagle's Nest, not doing so will result in a denied application.
- D.) If an application is denied the student organization must submit a new application, keeping in mind the requirements of Section 5, Point H.
- E.) The organization must advertise the event or program and the marketing materials must have the Eagle's Nest logo on it.

- F.) Before receiving funding, the chief officer and the advisor of the organization requesting funds must approve the Eagle's Nest application, agreeing to adhere to the terms and conditions of Eagle's Nest.
- G.) Organizations that fail to submit the purchase request form, invoice, marketing materials, and/or other documents required by the deadline set by Director will result in a denial of funding.
- H.) If an organization breaks the Eagle's Nest funding agreement, the Funding request Committee, in conjunction with the Student Activities Center will revoke funding and/or remove funding privileges and eligibility of the organization for any set amount of time to exceed no longer than two long semesters.
- I.) Any organization demonstrating activity not congruent with the mission or objectives of the University of North Texas will have funding privileges suspended upon agreement of the SGA President and the SGA Advisor.
- J.) Funding requests will be considered on the basis of merit and when the application was turned in. Even if an organization meets the requirements for funding, allocation of funding is not guaranteed.
- K.) The Eagle's Nest committee shall meet at least four times a semester to review applications received. The Committee may approve, deny, or change the amount of funding disbursed.
- L.) Upon approval from the Eagle's Nest committee, the expenditure of funds will be processed through the Student Activities Center.
- M.) After receiving funding, according to University Policy, any purchases made online or that need to be mailed will be required to be delivered to the Student Activities Center and must be picked up within 2 business days.
- N.) All funds awarded can only be used for the event, program, or service approved by the Eagle's Nest committee and are not reimbursed by the Student Activities Center or the Student Government Association.
- O.) When applicable, organizations receiving funding must provide copies of receipts to the Student Activities Center for record keeping purposes at least 2 weeks following the event, program, service, and/or purchase of a product.
- P.) Eagle's Nest funds may not be used for membership fees, any form of gifts, expenditures that go above and beyond standard fees, scholarships, conference fees, gratuities, travel, the purchase of alcohol, organization t-shirts, direct monetary contributions to charity, mission trips, banquets and awards, ticketed events, organizational equipment, or any expenses violating University Policy, the Student Code of Conduct, State or Federal Law.