



## ASI Reserves Policy

SB 2015-2016:24

Author:

Chonlawan Khaothiemsang, ASI Treasurer

Revised by:

ASI Finance Committee

### ANNUAL FUNDING

In accordance with the ASI Senate Bill 2012-13:01, Amendments to Student Opportunities Initiative (Senate Bill 2002-03:02), Article V, an annual allocation shall be set aside for ASI Reserves, as provided below. The amounts to be allocated to ASI Prior Years I, II, III New Programs and Augmentations, and The Green Initiative Fund accounts shall be determined through a two-thirds vote of the seated ASI Senate during the ASI annual budget process. This bill supersedes Senate Bill 2014-15:01 and provides for the following annual budget allocations for these ASI Reserve accounts and yearly adjustments for inflation based on the Higher Education Price Index.

2013-14 \$7.00/student  
2014-15 \$8.00/student  
2015-16 \$9.00/student  
2016-17 \$10.00/student

**Reserve I**  
**Emergency Reserve – Required Funding Level \$200,000**

Purpose:

This reserve shall be used for three reasons:

1. **Dissolution:** in the event of the dissolution of the corporation, these funds shall be used to pay dissolution expenses including legal fees, closing salaries, existing contracts, etc.
2. **Financial Viability of the Organization:** in the event of a major loss of funds, these funds could be accessed to preserve the viability of the current budget.
3. **Insurance Reserve:** these funds may be accessed in the event of a judgment in excess of or in the absence of insurance coverage.

Access: Two-thirds (2/3) vote of the seated ASI Senate at a duly constituted Senate meeting and final approval from the University.

**Reserve II**  
**Equipment Replacement Reserve – Recommended Funding Level \$100,000**

Purpose:

Used as a replacement account for capital inventory as needed, such as present equipment located in the Bronco Student Center and other facilities that are used for ASI business. PYII may be used to purchase new equipment in any of the departments in ASI.

Access: Two-thirds (2/3) vote of the seated ASI Senate at a duly constituted Senate meeting and final approval from the University.

**Reserve III**  
**ASI Special Projects and Programs – Recommended Funding Level \$200,000**

Purpose:

1. **Special Project Development:** funds to be used for improvement of existing facilities, operations or construction of new facilities.
2. **Special Programs:** to be used for programs that would benefit the campus community of Cal Poly Pomona and require special high costs in quality events in the areas of cultural arts, speakers, advocacy, and student engagement. All programs shall be coordinated and implemented through ASI

Access: Two-thirds (2/3) vote of the seated ASI Senate at a duly constituted Senate meeting and final approval from the University. A maximum of 50% of these funds may be allocated in any fiscal year. At no point should the balance of this account be lower than \$100,000.

**Reserve IV**  
**New Programs and Augmentations (NP&A) – Recommended Funding Level \$100,000**

Purpose:

Funds from this account shall be used to support registered student clubs and organizations and augmentations for ASI Student Government.

Access:

1. The Finance Committee can allocate up to \$2,500 with a majority vote of the committee. Funding requests greater than \$2,500 require a 2/3 vote of the seated Senate and final approval by the University.
2. The Finance Committee can allocate up to a total of 70% of the account for the fiscal year. The remaining 30% may only be allocated upon 2/3 approval of the seated Senate.

**Reserve V**  
**The Green Initiative Fund (TGIF) – Recommended Funding Level \$100,000**

Purpose:

Funds from this account shall be used for sustainability projects that meet the general requirements set by the ASI Sustainability Committee. These funds are intended to promote environmental awareness and reduce Cal Poly Pomona's negative impact on the environment. Funds from this account shall be used to support registered student clubs and organizations and augmentations for ASI Student Government.

Access:

1. The Finance Committee, in consultation with the Sustainability Committee, can allocate up to \$2,500 with a majority vote of the committee. Funding requests greater than \$2,500 require a 2/3 vote of the seated Senate and final approval by the University.
2. All recipients of funding from this reserve shall be accountable to the ASI Sustainability Committee.
3. Registered student clubs and organizations shall not request funding over \$15,000 from The Green Initiative Fund for any on-campus sustainability project.
4. Registered student clubs and organizations that receive funding from TGIF cannot receive funding from additional ASI funding sources, for the same sustainable project.
5. The Finance Committee can allocate up to a total of 70% of the account for the fiscal year. The remaining 30% may only be allocated upon 2/3 approval of the seated Senate.
6. Allocations from TGIF shall be subject to the provisions of the ASI By-Laws, Sustainability Committee Code and applicable ASI financial policies, guidelines and stipulations.
7. Allocations from TGIF shall be maintained in accounts to be administered by ASI Financial Services.


FOR ASI USE ONLY:

**ASI Executive Committee Approval Date:** June 10, 2016

**Verified By:**

 6/10/16  
\_\_\_\_\_  
David Lee, ASI Attorney General      Date

**Approved By:**

 6/14/16  
\_\_\_\_\_  
Julian Herrera, ASI President      Date