

## ORC FUNDRAISING POLICY

Updated Wednesday, April 6, 2016



*The ORC recognizes that student groups may desire to hold fundraiser events to raise money for costs of the organization. Historically, groups were required to return all funds raised up to their allocation for the event and could keep excess profits of the fundraiser. However, the ORC recognizes this may limit student groups' ability to successfully fundraise and may discourage fundraisers in general. With this in mind, the ORC has created the following policy.*

Each student group may apply for up to \$775 each semester for fundraisers. These funds do *not* need to be returned to the ORC upon completion of the fundraiser. Student groups may apply for the full amount for a single event (such as a Carroll Room party), or may submit multiple applications on a case-by-case basis.

Ex. Group A may apply for \$775 to host a party in the Campus Center as a fundraiser.

Ex. In the same semester, Group B may apply for \$100 for a bake sale fundraiser, and then apply again for \$500 for a dinner fundraiser.

While the ORC encourages you to utilize this resource fully, keep in mind that you must present an itemized justification of costs in your application.

Student organizations that would like to fundraise via this program must apply to the ORC through the Universal Funding Form. Included must be the breakdown of costs for your event, a brief outline of how you expect to make revenue and your projected earnings, how much surplus funds your organization currently has in its account, and the purpose of the fundraiser. Please note that organizations are not guaranteed this funding, and the proposals go through the standard committee process.

The funds that are raised by the organization through ORC funding may not go towards activities/organizations that benefit a source other than the organization or its own members. ORC funds are taken from the Student Activities' Fee and as such should benefit students within the Smith community. The funds that are raised should be reinvested into the organization.

Organizations in debt are eligible to fundraise or use the Matching Program (Section 3 of the by-laws). Organizations may not use both funding sources in a semester.