

SABAC Maximum Funding Standards – Fiscal Year 2013		
Line Item Name	Maximum	Requirements
Advertising	<ul style="list-style-type: none">Copies/Printing: \$40Daily Iowan/Press Citizen/Gazette: \$40IMU Marketing & Design: \$40Television/Radio:\$40	<ul style="list-style-type: none">Per specified event/programFor UISG funded events, all advertising (flyers, posters, newspaper ads, etc.) and publications MUST acknowledge UISG as a sponsor and display the UISG logo
Airfare	<ul style="list-style-type: none">\$0	<ul style="list-style-type: none">Travel requests will not be funded this fiscal year
City of IC Traffic Control	<ul style="list-style-type: none">\$0	<ul style="list-style-type: none">Not funded
Equipment	<ul style="list-style-type: none">UI Rental: per IMU Events & Catering chargesAero Rental: \$75Other Rental: \$75Purchase: \$500	<ul style="list-style-type: none">For UI Rental, provide a detailed breakdown of what items and how much your event/program will requireFor Purchases, attach a detailed description of the item, its intended use, and explanation as to why it is necessary to your organization’s function
Event/Program Supplies	<ul style="list-style-type: none">Decorations: \$0Arts & Crafts Items: \$0Food Supplies: \$0Other Necessary Items: \$50	<ul style="list-style-type: none">Other Necessary Items must be essential to the function of an event/program
Food/Beverage	<ul style="list-style-type: none">IMU Catering: \$0Other:\$0Per Diem: \$0	<ul style="list-style-type: none">UISG will not fund Food/Beverage under any circumstance
Honoraria	<ul style="list-style-type: none">Based on Target Audience: 25 \$300 50 \$600 125 \$900 250 \$1200 350 \$1500	<ul style="list-style-type: none">No Honoraria allowed for speakers who are speaking off campusMust announce UISG on the publication as a sponsorInclude travel and lodging costs in the request—we recommend booking lodging at the Iowa House Hotel
Insurance	<ul style="list-style-type: none">\$0	<ul style="list-style-type: none">Not funded
Internet	<ul style="list-style-type: none">Ports: \$200Service Plan:\$252 (\$21 per month)Websites:\$0	<ul style="list-style-type: none">Must demonstrate student organization purposePorts are for organizations outside of SOOSService Plan is in SOOS (Maximum 12 months ending at end of fiscal year)

Lodging	<ul style="list-style-type: none"> ▪ Hotel: \$0 ▪ Iowa House Hotel: \$0 	<ul style="list-style-type: none"> ▪ No travel requests will be funded this fiscal year ▪ Include lodging costs for speakers/performers in Honoraria
Other	<ul style="list-style-type: none"> ▪ Trophies: \$0 ▪ Awards: \$0 ▪ T-Shirts: \$0 ▪ Costumes: \$0 ▪ Postage: \$100 ▪ Film Rights: \$200 ▪ Admission: \$0 ▪ IMU Box Office Fees: \$100 ▪ Homecoming Entry: \$0 	<ul style="list-style-type: none"> ▪ For all Other requests, provide adequate detail as to the purpose and necessity of the item
Parking – UI Parking & Transportation Fees	<ul style="list-style-type: none"> ▪ \$0 	<ul style="list-style-type: none"> ▪ Not funded
Performance Fees	<ul style="list-style-type: none"> ▪ See Honoraria 	<ul style="list-style-type: none"> ▪ See Honoraria
Phone	<ul style="list-style-type: none"> ▪ Long Distance: \$30 ▪ Service Contract: \$0 ▪ Installation: \$200 	<ul style="list-style-type: none"> ▪ Installation will be a one-time allocation per organization
Printing	<ul style="list-style-type: none"> ▪ \$500 	<ul style="list-style-type: none"> ▪ For publications such as magazines ▪ Must be made available to all University of Iowa students ▪ Must print in publication “This has been paid for with student fees. It is free to University of Iowa students,” and display the UISG logo
Registration Fees	<ul style="list-style-type: none"> ▪ \$0 	<ul style="list-style-type: none"> ▪ Not funded; includes membership dues and competition entry fees
Salary/Stipend/Wage	<ul style="list-style-type: none"> ▪ \$100 	<ul style="list-style-type: none"> ▪ Used for audio/visual technicians contracted through IMU Events & Catering ▪ Student positions will not be funded
Security	<ul style="list-style-type: none"> ▪ \$0 	<ul style="list-style-type: none"> ▪ Not funded
Supplies	<ul style="list-style-type: none"> ▪ Miscellaneous: \$50 ▪ Office Supplies: \$50 	<ul style="list-style-type: none"> ▪ Per organization, per fiscal year ▪ Miscellaneous supplies must be essential to the basic operations of the organization

Transportation	<ul style="list-style-type: none"> ▪ Vehicle Rental: \$0 ▪ Gas, Parking & Tolls: \$0 ▪ Bus, Train or Taxi: \$0 	<ul style="list-style-type: none"> ▪ No travel requests will be funded this fiscal year ▪ Include transportation costs for speakers/performers in Honoraria
Venue Fee	<ul style="list-style-type: none"> ▪ IMU: <ul style="list-style-type: none"> ○ Main Lounge: \$560 ○ 2nd Floor Ballroom: \$310 ○ Richey Ballroom: \$260 ○ Terrace Room: \$125 ○ Illinois Room: \$125 ○ North Room: \$52 ○ South Room: \$52 ○ Faculty & Staff Reception: \$100 ▪ Other: <ul style="list-style-type: none"> ○ Old Brick: \$500 ○ Currier North Lounge: \$35 ○ Currier MPR: \$225 ○ Mayflower South MPR: \$95 ○ Mayflower Conference Room: \$25 ○ Quad Rec Room: \$120 ○ Non-University: \$0 	<ul style="list-style-type: none"> ▪ Venue Fees will not be allocated for recurring events or meetings

Note: The Maximum Funding Standards are a *guideline* for SABAC's allocation decisions. All budget requests are subject to the committee's judgment. Failure to comply with maximum funding standards will result in a loss of allocated funds and/or probation of funding by UISG. UISG reserves the right to freeze accounts if money is being used in unethical or suspicious manners. UISG reserves the right to audit any one account at any time if the student organization is recognized by UISG. Please contact UISG Chief Financial Officer Erica Lester (erica-lester@uiowa.edu) for further questions.