

GUSA Finance & Appropriations Committee
FY19 Budget Summit

Student Activity Fee Funding Application

(APPLICATION A - Advisory Boards, GPB, the GUSA Executive-Elect and the Lecture Fund)

Please email this application and accompanying materials to
gusafinanceandappropriations@gmail.com by **Tuesday, February 13, 2018 at 5:00 pm.**

PART A.

Name of Organization: Center for Social Justice Advisory Board for Student Organizations (CSJ ABSO)

Mission of Organization:

The Center for Social Justice (CSJ) Advisory Board for Student Organizations (ABSO) at Georgetown University shall oversee and evaluate the overall administration and effectiveness of student community involvement activities at Georgetown University. The Board may recommend policy to the CSJ Executive Director. The Board shall report its activities to the Executive Director of the Center for Social Justice (CSJ), the Vice President of Student Affairs, the Faculty Senate, and Georgetown University Student Association (GUSA).

Total Amount of Funding Requested: \$185,750.00

PART B.

Please fill out the Application A Financial Information excel document.

PART C.

Please attach a copy of the budgeting guidelines used by your organization for any and all purposes.

PART D.

Please answer the following questions individually:

1. How did your organization affect student life? Can this be measured?

With respect to student life, CSJ ABSO organizations provide students across campus with low-to no-barrier opportunities to get involved in social justice issues and service on campus, in Washington, DC, and beyond. Our programming engages hundreds of Georgetown students who then work every day to advance social justice and the common good. While difficult to measure our impact quantitatively, we work directly with over 900 students who in turn have contact with thousands of individuals throughout the DC community and beyond. Our impact is best described as fostering student leaders as they develop a passion and commitment to the greater

ideals of social justice, through learning and advocacy opportunities, and through the meaningful impact and difference we make in the communities with which we serve.

The student organizations in which CSJ ABSO advises and supports are a direct reflection of our University mission. The University's commitment to justice and the common good while challenging ourselves to live generously in service to others is precisely the mission our 43 student organizations. CSJ ABSO directly affects student life through its advisory and financial support of both popular, large-scale groups and smaller, less visible organizations. Large groups include the student-supported trips within the Alternative Breaks Program in which encompassed 23 trips and 276 students for the spring of 2018; APO with over over 100 members providing over 3,000 hours of service to our community each semester; and Relay for Life which raised \$104,000 during Spring 2018 for the American Cancer Society; and many more. Additionally, ABSO is proud of the work it has done in furthering the missions of less visible student organizations such as Best Buddies, which works with dozens of intellectually and developmentally disabled individuals in the DC metro area; GirlTalk, which provides weekly gender-focused mentoring for high school girls at Duke Ellington; and No Lost Generation, which brings important advocacy and activism to raise awareness and create change for the global refugee crisis.

1. How many clubs/groups compose your organization? Please list them, noting especially any clubs/groups added (or planned to be added) within FY18.

CSJ ABSO oversees 39 student organizations with Access to Benefits as of the start of Spring 2018. As a result of the New Club Development process from Fall 2017 and Spring 2018, CSJ ABSO is advising, providing financial support and van hours to four additional student organizations, including: College Next Door, Miracle Network Dance Marathon, Georgetown Ballers, and DC Leadership Workshop.

Student Organization Names:
Alpha Phi Omega (APO)
Amnesty International
Best Buddies Georgetown
Breast Cancer Outreach
Caring for Children with Cancer
Cristo Rey Tutoring
DCode
Georgetown University Math and Science Hands-On Enrichment (GUMSHOE)
GirlTalk
Global Brigades
GlobeMed at Georgetown
Grassroots Hoyas
GU Oncology Patient Support
Habitat for Humanity

Heroes for Hearts
Hoya Blood Donors
Hoya Helpers
Hoya Taxa
HOPE/Homeless Outreach Programs and Education
Hoyas for Immigrant Rights
Hoyas Rescuing Leftover Cuisine
Make-A-Wish On Campus
Male Development Association
MoneyThink Georgetown
National Association for the Advancement of Colored People (NAACP)
Native American Student Council
No Lost Generation
Operation Smile
Period Empowerment
Prison Outreach
Project Sunshine
Relay for Life
Saint Elizabeth Outreach
Special Olympics
Stride for College
Sursum Corda Tutoring Organization
Truth and Human Rights in North Korea (THiNK)
UNICEF Georgetown
Young Diplomats of Seaton Elementary
Groups in New Club Development for Spring 2018 are listed below.
College Next Door
Miracle Network Dance Marathon
Georgetown Ballers
DC Leadership Workshop

1. What were significant challenges for your organization over the past year? What were significant successes for your organization over the past year?

Overall, CSJ ABSO has had a very successful year, but was not met without challenges. We experienced a considerable level of board turn over between Spring and Fall 2017 and welcomed eight new student advisors and two new staff members to our board of 14. During the time, we had both of our vice-chairs step down resulting in our holding additional elections midway through the semester. Additionally, we also welcomed a new CSJ staff advisor. This high level of new membership meant that there was a definite learning curve as we onboarded new advisors and transitioned members into leadership positions later in the process. That said, our new

members brought a great energy to the board and we implemented a new training/retreat process which focused on community building and reflection (in addition to training) which have fostered a more cohesive, positive community on the board.

Additionally, we began our semester with some challenging conversations with respect to the Global Brigades program which called upon each of us to engage with issues of voluntourism, safety and liability, personal definitions of social justice, and accessibility. We spent a number of weeks in intense discussion of the program with input from student leadership, past participants, staff advisors, and third parties. In the end, we elected to put Global Brigades in restoration which led to the cancellation of their trip for Spring 2018 and the beginning of a process of reform and revitalization for the organization. Though these conversations were difficult, and the choice to cancel the trip was a hard one, it allowed us to affirm our commitment to social justice, care for those in partnership, and provide oversight and guidance to our organizations.

This year we found ourselves in a unique situation with respect to our available funds. During our budget hearings in April, ABSO allocated the funds supplied by GUSA, Student Affairs, the Coca Cola funds, and additionally pulled \$7,500 from our reserves. At the budget hearings, ABSO received \$303,655 in requests, and we were able to allocate \$238,517, leading to a \$65,138 gap in funding. At fiscal close, we were alerted that some of our student organizations' unspent funds led to an unexpected surplus--the first surplus that ABSO groups has had in several years. These funds came from allocations to groups from the previous year which were not spent by the organizations to which they were allocated. This presented a opportunity in beginning a series of conversations on how to allocate these additional funds in a way that upholds CSJ's and ABSO's mission and was equitable to our groups, while also anticipating that these funds would not necessarily be available in future fiscal years. It also raised the greater question of how to ensure that our groups are following through on the programming that they included in their original budget. That notwithstanding, these additional funds have allowed us to support the programming of our groups that we initially cut from budget weekend last year as well as the expansion of programming, greater accessibility for programs like ABP, and campus-wide programming that is relevant to issues surrounding service and social justice themes. It has also allowed us to develop closer relationships with our groups when it comes to programming and its related spending.

In addition to the above, we have also had a great year of significant expansion of programming. We have expanded a number of student organizations to new sites and partners across the District, including new partnerships between MoneyThink and Duke Ellington, and APO and Sant'Egidio homeless service to name a few. We have also welcomed 4 new groups as Access to Benefits organizations as of Fall 2017 and accepted 4 into New Club Development for Spring 2018. The newly welcomed Access to Benefits organizations highlight important issues of social justice such as targeting issues such as inequality in opportunity with respect to computer science (DCode), access to life saving skills such as CPR (Heroes for Hearts), and programming and mentorship for incarcerated juveniles and those with special needs (GU Ballers, Special Olympics respectively). With each of these organizations comes new opportunities for students to get involved in issues about which they are passionate, and new partnerships within the community.

We have also worked to provide greater support and resources to student leaders and to the wider community engaged in our programming. We hosted events to allow all of our organizations leaders to come together, network, and engage with the board. We supported campus wide-events such as Careers for the Common Good to allow our students to explore the possibility in furthering their service and social justice work as a career post-graduation. We are also supporting a campus-wide event oriented around self-care as it relates to those engaged in service and social justice. As a board, we have also begun to increase our social media presence to further promote our groups and their programming.

Finally, we have worked to improve our relationship with Alternative Breaks Program (ABP) by establishing an ABP liaison who meets with staff and student leadership of the program to explore how we can better support their programs while also ensuring that they are meeting our standards for programming. This year we are supporting 23 trips which travel all over the US and abroad to immerse students in unique communities and social justice issues. We were also able to provide significant funds (\$18,500) to supporting affordability and accessibility of ABP trips--officially meeting all identified need this year, making the program completely need blind.

1. Do you have any budget concerns for the next 5-10 years?

As highlighted above, CSJ ABSO supports 39 student organizations and after Spring 2018 New Club Development, that number could be as high as 43 student organizations. That number will only continue to grow from year to year as new groups are being found. It crucial that we as a Board not only pay lip service in supporting our groups, but support the financial needs of their off and on-campus programming. Additionally as previously mentioned, many of our current groups are in the process of expanding their programming to new sites for Fall 2018 which will come with a level of cost. As we have seen, it is challenging to support our expanding groups without a corresponding increase in allocations.

1. What level of financial risk does your organization incur?

CSJ ABSO is exposed to some financial risk in the form of loans to student organizations, but the vast majority of these loans are less than \$100 each and can all be easily covered by the Board's reserves in the event that an organization cannot return the principal (which is incredibly rare). The largest loan the board provides annually is to Relay for Life for their main event (\$8,979 for Spring 2018), and it is written into the contract with American Cancer Society (ACS) that in the event Relay for Life is not able to repay the loan ACS is responsible for repayment of that loan principal to ABSO. Overall, our board experiences little to no financial risk, especially as guaranteed by our reserve fund.

1. How could the Budget Summit process be improved this year? How could relations with GUSA be improved?

We have enjoyed working with Samantha Moreland our FinApp ABSO representative and having her as a resource both in and outside of our scheduled weekly meetings. When it comes to

improvements, we could have benefited from additional time to complete this application to allow for further conversations/review as a whole Board.

1. If you are requesting more funding for FY19 than FY18, please explain why.

For FY19, CSJ ABSO is requesting a total of \$185,750.00 a \$12,000 increase from FY18. During New Club Development for Fall 2017, ABSO approved four new groups with Access to Benefits. We are projected to approve four additional groups by the end of Spring 2018. With this trend in mind, CSJ ABSO anticipates having eight additional organizations at the end of Spring 2019. On average, organizations granted Access to Benefits from Fall 2017 requested \$1,500.00 for programming.

PART E.

Please ensure your organization continues to comply with the 2010 6-Point Reform Plan by **commenting in the affirmative and detailing** how your group is compliant for each of the 6 points individually.

1. The total balance of any advisory board's reserve account shall not be excessive (as deemed by the Office of the Vice President for Student Affairs), and boards with surplus funds should provide a plan for their reserves.

The goal amount for our reserve account at \$30,000 which is the amount communicated to us by the Office of the Vice President for Student Affairs. We are projected to be at this amount by the end of the academic year.

2. An appeals process shall be implemented and publicized, where such processes do not already exist, for clubs that are denied full funding for an activity or annual budget under its advisory board.

CSJ ABSO's appeals process can be found on the Center for Social Justice website located at csj.georgetown.edu/abso.

3. Clubs shall have the option of requesting a lump sum, annual budget with an opportunity to reapply for additional funding from its advisory board.

CSJ ABSO continues to budget and approve money for student organizations for an entire fiscal year. We have processes in place which allow organizations to move money around within their budget if student leaders decide they would like to use the money we have allocated to them for a different activity or program. Groups also have the option of applying for funding for new activities or events (not contained in their pre-approved annual budgets) through funding requests. We strive to respect university, CSJ and ABSO policies regarding approval for activities at all times.

4. All meetings and recorded minutes of all meetings of an advisory board shall be open to the public, including any and all votes, and that all records are posted online in a timely fashion.

CSJ ABSO meetings are open to the public and the board posts its minutes (including votes) to csj.georgetown.edu/abso.

5. Members of the advisory board are, in some way, directly accountable to their constituents or to the student body in general, such as having GUSA Senate confirmation or being elected by the leaders of the clubs they represent.*

As outlined in CSJ ABSO's Constitution: The names, schools, and class year of the nominated student members will be forwarded to the GUSA Senate for an advisory review. The GUSA Senate may offer an advisory opinion on the nominated student members to the Vice President for Student Affairs and the Executive Director of the CSJ prior to their appointment of student members to CSJ ABSO.

6. Clubs have reasonable control over all funds that they fundraise outside of the normal allocations process.

Clubs have reasonable control over the funds they fundraise as long as they are donating them to a reputable social justice organization or putting them toward an event that falls within CSJ and university policy. Additionally, all funds raised by student organizations must be used in a manner that meets University approval.

*The committee is aware that the structure of boards has changed in the past eight years; please note 'such as' merely indicates examples of how accountability is manifested and focus on the spirit of the Point.

CERTIFICATION:

By signing below, I hereby certify that the information enclosed is accurate to the best of my knowledge.

Funding Request Form Submitted By: Bianca Clark

Name of Group Student Chair: Bianca Clark

Signature of Group Student Chair (type your name): Bianca Clark

Name of Group Advisor: Whitney M. Maddox

Signature of Group Advisor (type your name): Whitney M. Maddox

Date: February 13, 2018

Contact Email: csjabso@georgetown.edu

Contact Phone Number: CSJ ABSO's Advisor at 202-687-3751