**Georgetown University Student Association**

In the school year 2019-2020

**An ACT to AMEND the Bylaws to CREATE a Student Empowerment Fund**

*WHEREAS*, [EXPLANATION OF ISSUE];

*THEREFORE*, Section(s) 11 and 17 of the Georgetown University Student Association Bylaws shall be AMENDED to read (addition(s) in bold, deletion(s) in strikethrough):

**11. Finance and Appropriations**

11.01 The Finance and Appropriations Committee (hereafter in Section 8 referred to as “Committee”) shall be the only Committee that may produce bills to allocate funding from either the GUSA Student Association operating budget or Student Activities Fee (SAF) account(s). **The Committee shall also be the only Committee that may allocate towards or withdraw from the Georgetown University Student Empowerment Fund, subject to the limitations in Sections 17.02 and 17.04.**

11.02Composition and Rules of the Committee

1. One Chair, elected as outlined in Section 2.10.
   1. The Chair shall be ineligible to actively participate, endorse, or associate in any GUSA Executive campaign.
   2. The Chair shall be ineligible to serve as a Liaison or Adjunct.
   3. **The Chair shall serve as the GUSA Treasurer as outlined in 11.08**
   4. During any in-committee vote the Chair shall only vote in the event of a tie.
2. Nine Liaisons who shall be elected by single transferable vote of the full Senate.
   1. Duties
      1. Regularly attend meetings of their coverage entity, as assigned by the Chair:
         1. Any and all advisory boards to the Vice President of Student Affairs, as reviewed and submitted by a University representative of that office:
            1. Advisory Board for Club Sports
            2. Campus Ministry Student Forum
            3. Center for Social Justice Advisory Board for Student Organizations
            4. Council of Advisory Boards
            5. Media Board
            6. Student Activities Commision
            7. Performing Arts Advisory Council
         2. Georgetown Program Board
         3. Other groups which receive significant portions of the SAF or are deemed to warrant special attention by by the Vice President of Student Affairs, as reviewed and submitted by a University representative of that office:
            1. Lecture Fund
      2. Conduct semesterly reviews of their coverage entities budgets and/or relevant activities and how they have been spending the Student Activities Fee.
      3. Meet at least twice with the leadership of their coverage entity.
         1. No more than three weeks following their appointment to the Committee to discuss the structure and history of the board to which they have been decided,
         2. No less than four weeks prior to the Budget Summit, to discuss the budget application process, expected funding needs, and any other relevant concerns.
      4. Conduct a summit to which the treasurers, or equivalent position, of the subordinate groups to the coverage entity shall be invited, if deemed necessary. This summit will be intended to discuss the expenditures of each group, concerns pertaining to the funding process, and to encourage collaboration regarding best practices between groups.
      5. Attend no less than two events hosted by your coverage entity, or hosted by a subordinate group to the coverage entity.
3. Three Adjunct Committee members who shall be elected by single transferable vote of the full Senate
   1. Duties
      1. Liaising with entities not specifically covered by a Committee Liaison and
      2. Assisting Committee Liaisons with an advisory board Treasurer Summits at the request of the Committee Chair.
      3. Adjuncts shall be assigned to secondary coverage of Advisory Boards that are too time intensive for one Liaison to effectively cover, in the opinion of the Chair and with the advice of the University advisor to GUSA. They shall coordinate coverage with the Liaison at their discretion.
      4. One Adjunct shall be assigned to cover GUSA Fund as a non-voting member.
   2. Adjunct Committee members shall have full voting rights in Committee.
4. The Vice-Chair shall be elected immediately following the election of the Committee Chair by simple majority of the full Senate upon the seating of the Fall Class, pursuant Section 2.10.
   1. The Vice-Chair is responsible for accurate record keeping and timely publication of all matters relating to the Committee’s work as well as serving as Acting-Chair in the Chair’s absence.
   2. In the event of the death, removal, or permanent incapacitance of the Chair, the Vice-Chair shall immediately assume the role of Chair.
   3. The Vice-Chair shall be ineligible to actively participate in any GUSA Executive campaign.
   4. ~~The Vice-Chair shall serve as the GUSA Treasurer as outlined in 9.08.~~
   5. **The Vice-Chair shall serve as the principal liaison to the Georgetown University Student Empowerment Fund and shall serve as the principal executor of the Fund until it reaches maturity, subject to the responsibilities set forth in Section 17.03.**

11.04 Drafting the Student Activities Budget

1. **The Committee reserves the right to request the implementation of an annual internal audit, or a variation of such, of all expenses approved by Advisory Boards, as described in Section 11.02 (b), or by a third party acting on their behalf.**
2. **In the case of a failure to fulfill the completion of the internal audit as outlined in Section 11.04 (a), the Committee reserves the right to defund Part A and Part B applicants of the Student Activity Fee for the following fiscal year.**
3. A draft of the Student Activities Budget, as approved by the chair shall, be produced and made available no later than seven calendar days, University holidays excepted, following the presentation of the last budget proposal.
4. **Commencing in Fiscal Year 2022, or following the approval of the project by administration, whichever is later, the Committee must allocate $50,000 or the equivalent of thereof as a percentage of the Student Activities Budget to the Student Empowerment Fund balance each year until the fifteen year period passes.**
5. The draft of the Student Activities Budget may not have a final vote in the Committee to be sent to the full Senate until at least seven calendar days, University holidays excepted, have elapsed following being made publically available.
6. Within seven calendar days, University holidays excepted, of the completion of the draft budget by the Finance and Appropriations Committee, that Committee shall convene a public meeting with the express stated purpose of hearing appeals from any concerned person, group, or organization that had submitted a budget application.
7. During the period between the completion of the draft budget and the public appeals meeting, the opportunity shall be given to the senior-most leader of the entities assigned a Committee Liaison to convene in a meeting jointly overseen by the Chair of the Committee and a representative from amongst themselves to develop a joint opinion on the draft budget proposal. Such an opinion shall only be considered in the case of a consensus being reached by the aforementioned parties.
8. Upon the expiration of the seven days outlined in 8.04 (b), the Committee shall hold a vote to send a final draft Student Activities Budget to the full Senate with a two-thirds majority vote of the entire Committee.
9. Should the Committee fail to pass a draft budget with the required two-thirds majority, the budget will revert to the previous fiscal year and be presented by the Chair to the full Senate as outlined in Section 8.05(b).
10. All committee members must be present throughout the appeals process and any votes on the budget.

11.06 Extraordinary Allocations of the Student Activities Fee **and Other Funds**

1. Any allocation of the Student Activities Fee, including and beyond the Student Activities Budget, must be presented to the full Senate before it votes.
   1. The presentation should include but is not limited to a detailed description of all allocations.
2. **Any allocation of the Student Empowerment Fund must be approved by two-thirds (⅔) vote of the Finance and Appropriations Committee, a majority vote of the Senate, and a majority vote of the general student body evaluated through a general referendum.**
   1. **If at any time, an agency or derivative body of the Student Association is created to manage the Student Empowerment Fund, it shall require a three-fourths (¾) vote of that body for an allocation to be approved, followed by a two-thirds (⅔) vote of the Finance and Appropriations Committee, a majority vote of the Senate, and a majority vote of the general student body evaluated through a general referendum.**

11.07 The GUSA Budget and Associated Accounts

1. The total allocation for the GUSA Annual Budget may not exceed fifteen percent of the total allocation of Student Activities Fee money at the Spring Budget Summit.
2. The incoming GUSA Executive is required to submit the Official GUSA Budget at the annual Budget Summit, including but not limited to, the Executive’s projected funding needs for initiatives, events, and projects.
3. The Committee will use the Executive’s proposed budget to determine how much money to allocate to GUSA.
   1. The funds shall be allocated directly to the General Account.
   2. Upon approval of the SAF Budget, the Speaker and President shall have the authority to split up to 25% of the General Account funds amongst themselves; at minimum 75% of the Budget Summit allocation should be held in the General Account.
      1. The funds for the Executive shall be placed in the Executive Discretionary Account and the funds for the Senate shall be placed in the Senate Discretionary Account (colloquially known as the Sunny Day Fund).
      2. The Speaker and President shall present the amount and justification for their allocation decision to the full Senate.
   3. The GUSA Fund shall be considered earmarked funds in the General Account.
4. The Official GUSA Budget is split into **five** ~~four~~ GUSA accounts:
   1. Executive Discretionary Account
      1. For miscellaneous, minor expenses of the Executive.
      2. Only the GUSA President has the authority to allocate funds from this account.
      3. The size of the Executive Discretionary Budget is determined in a joint meeting of the President and the Speaker following the passing of the SAF Budget.
      4. Any changes to the Executive Discretionary Account should be reported to the GUSA Treasurer within 24 hours of said change.
      5. **Starting in Fiscal Year 2021, financial compensation must always be disbursed to the Senate Executive Officer if the position is held.**
   2. General Account
      1. The main operating account for GUSA and holds funds to be used by both the Executive and Senate for initiatives, events, projects and other needs throughout the year.
      2. Only the Senate has the authority to allocate funds from this account with a majority vote in the affirmative and the signature of the GUSA President.
         1. All allocations from this account must follow standard legislative processes. The Senate may use this account for its miscellaneous, minor discretionary needs.
      3. The size of the GUSA General Account is determined at the annual Budget Summit.
   3. Reserve Account
      1. The Reserve Account holds surplus money from previous years.
      2. Only the Senate has the authority to allocate funds from this account with a majority vote.
   4. The Senate Discretionary Account
      1. For miscellaneous, minor expenses of the Senate.
      2. For expenditure of $100 or less, the Ways and Means Committee shall have full funding discretion with a simple majority approval.
      3. For expenses exceeding $100, the Committee must hear the request and produce a motion to be approved by a simple majority of the Senate.
         1. If a quorum cannot be maintained with a good-faith effort, the Ways and Means Committee may approve with a simple majority.
      4. The size of the Senate Discretionary Account is determined in a joint meeting of the President and the Speaker following the passing of the SAF Budget.
   5. **The Student Empowerment Fund**
5. **During the process of moving the annual Student Empowerment Fund allocation to its interest-gaining repository, the allocation shall appear as an account part of the total GUSA allocation.**
6. Additional accounts for specific initiatives may be created only with a majority vote of the Senate or during the Budget Summit.
   1. Any additional accounts that are created shall be considered earmarked General Account funds as applicable ~~applies~~ to the 75% minimum outlined in 8.07(c)(ii).
7. ~~The Chair of the GUSA Fund shall provide the Chair of the Committee a weekly appropriations report. If the Chair of the Committee finds reasonable objection to any GUSA Fund appropriations larger than $500, they may request a temporary stay on the allocation of funds no later than 24 hours after receiving the report. If a stay is requested, the Chair of the Committee, the Chair of the GUSA Fund, and any additional members of either group as needed, will convene at the earliest convenient time to discuss the objectionable appropriation and come to a reasonable joint decision to resolve the matter.~~
8. Student Activities Fee money may only be used by the GUSA Senate or Executive for official business that directly affects public GUSA activities.

**17. The Georgetown University Student Empowerment Fund**

**17.01 Beginning in the Fiscal Year 2022, the Finance and Appropriations Committee shall be obliged to contribute part of the yearly Student Activity Fee Budget towards the Student Empowerment Fund, subject to the provisions outlined in this section.**

**17.02 Contributions to the Student Empowerment Fund**

1. **The Finance and Appropriations Committee shall automatically allocate $50,000, or the percentage equivalent form the Student Activity Fee budget, each fiscal year to the Student Empowerment Fund balance.**
2. **This allocation will contribute to the total of the GUSA Budget and will be subject to the provisions set forth in Section 11.07 of these bylaws.**
3. **At any point, the Chair of the Finance and Appropriations Committee may initiate fundraising campaigns to supplement the allocation to this fund with external donations, subject to the approval of the Leadership Team.**

**17.03 Management of the Student Empowerment Fund**

1. **The Student Empowerment Fund shall be managed by the Finance and Appropriations Committee, which shall work with an appointed principal executor to oversee the growth and allocation of the Fund.**
   1. **Duties**
      1. **The Executor shall provide updates to the Finance and Appropriations Committee and full Senate as to the status of the Fund, the expected growth trends of the fund, and disclosures as to the nature of investments the Fund is held in.**
      2. **The Executor shall publish a written report each fiscal quarter and each fiscal year informing the Student Association and the greater Georgetown community of the status of their investment.**
      3. **When the fund matures, the Executor shall be tasked with overseeing the projects to which the Fund is allocated.**
   2. **The Executor may exist as an individual person or may exist as a singular entity composed of a Chair and Associate Members.**
   3. **The Executor upon maturation of the fund shall be appointed by the Leadership Team, subject to an initial majority vote confirmation vote by the Finance and Appropriations Committee and a confirmation vote by the full Senate.**

**17.04 Withdrawing Funds from the Student Empowerment Fund**

1. **No funds are to be withdrawn from the Student Empowerment Fund until Fiscal Year 2037, at the earliest.**
2. **Allocation decisions will proceed alongside the agreed-upon Budget Summit timeline, with withdrawals being made concurrent to regular allocations of the Student Activities Fee.**
3. **All withdrawals of the Student Empowerment Fund must be approved by a two-thirds vote of the Finance and Appropriations Committee, a majority of the GUSA Senate, and receive a majority of the vote in a general referendum of the Student Body.**

**17.05 Additional Provisions**

~~17~~ **18. Provisions**

**Certification**

We hereby certify that the foregoing legislation was duly considered by the Senate at a meeting at which a quorum was present and that the same was approved by a vote of XX in favor, XX opposed, and XX abstaining this XXth day of [MONTH], [YEAR].

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**Speaker Vice Speaker**

I hereby sign this legislation into law.

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**President of the Student Association**

**Petitioners**