



SUBJECT: Student Clubs Grants, Loans and Sponsorships	POLICY NO: CLUBS - 7	LAST REVISED: June 24, 2015
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Policy

The Saskatchewan Polytechnic Students' Association Inc. recognizes that ratified Student Clubs may need to access funds or seek sponsorship in order to execute successful events and/or activities

Procedure

1. Grants

Grants are considered gifted funding and awarded to help subsidize fundraising. Student Clubs are expected to fundraise for any additional money required. The aim of Grant funding is to encourage the Student Club to become active and conduct activities to benefit members and support Student Club initiatives. The guidelines for Grant Funding are as follows:

- a. To apply for Grants, ratified Student Clubs submit a Grant Application.
- b. To ensure fairness to all Student Clubs, Grant Applications will be reviewed and awarded at the discretion of the Campus Council on a quarterly basis.
- c. To receive a Grant, the Student Club must be ratified and in good standing.
- d. Grant funds are not intended for donations to charities.
- e. Any material/resources/equipment purchased via Grant funding remains property of the SPSA.

2. Loans

A loan is approved funding provided to a Student Club which is to be paid back to the SPSA. A ratified Student Club, in good standing may request a short-term interest free loan from the SPSA to initiate an activity or event, (i.e. ticket float, deposit, etc). The guidelines for Loans is as follows:

- a. To apply for a loan, the ratified Student Club submits a Loan Application.
- b. If for any reason a Student Club is unable to repay the loan in full on the specified date, the Student Club will be placed on probation.
- c. The Student Club Executive members will be held personally responsible for any outstanding loans. No further loans will be issued until the current loan is repaid in full.
- d. All loans must be repaid by March 1 and no loans will be granted after March 1. Club Executive members you must take the responsibility of assuring that your Club loans are prepaid. Loans cannot be carried over to the next year, or left to be paid by the incoming Club Executive Members.
- e. The SPSA reserves the right to retract/or freeze funds should concern arise regarding the Student Club's financial practices.

3. Sponsorship

- a. Any Student Club may solicit non-cash donations or non-cash sponsorships.
- b. Any Student Club wishing to solicit cash donations or cash sponsorships are governed under the terms of Saskatchewan Polytechnic Policy O-42 and must be approved by Saskatchewan Polytechnic in advance.