Green Initiative Fund Bylaws

Passed: 10/2/19

Section 1. Definitions/Explanations

1.1 UISG. This acronym shall refer to the University of Iowa Student Government.

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1.2 GPSG. This acronym shall refer to the Graduate and Professional Student Government.

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1.3 GIF. This acronym shall refer to the Green Initiatives Fund. The Green Initiatives Fund is a program and shall be allocated $10,000 from the GPSG Contingency account for use during FY15 with the agreement that UISG and GPSG jointly reimburse the GPSG Contingency account this $10,000 allocation from the FY15 Collegiate Readership Program (CRP) reversion before said reverted CRP funds are distributed to any other organization or entity.

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1.4 Green Initiative Fund Dispersion. GIF will be distributed no more than $6,000 for Fall and Spring semesters.

1.5 Green Initiatives Fund Committee. This term shall refer to the joint committee of UISG and GPSG. Consisting of UISG Director of Sustainability, UISG Sustainability Committee Chair(s), 2 UISG Sustainability Committee members, GPSG Sustainability Chair(s) and GPSG Sustainability committee member. Each of these positions constitutes an original member of the GIF committee and has voting power of 1 vote per person. The UISG Director of Sustainability will chair the committee and the GPSG Sustainability Chair(s) will co-chair the committee. In the case that a listed GPSG representatives is not available, a representative either from the GPSG Executive Council, another GPSG Chair, or a GPSG Delegate may be an alternative upon approval of the rest of the GIF Committee. In the case that a listed UISG representative is not available, a representative from the UISG Sustainability Committee may be delegated as an alternative voting member. Regardless, at least 3 of the original voting members must be present to vote on the applications presented.

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1.6 SOBO. This term shall refer to the Student Organization Business Office.

Section 2. Eligibility

2.1 Eligibility. Individuals or groups applying for funding must be properly recognized by the University of Iowa and UISG or GPSG before applying for funding. Only the following groups are eligible to receive UISG funding.

2.1.1 Campus Service Groups. A campus service group shall be defined to be one which is approved by the UISG and by the Board of Regents to be eligible for specific line item funding in the general University budget. Currently these groups are Student Health, Student Wellness Cambus/Bionic Bus, United Students of Iowa, Student Video Productions, Student Legal Services Commission, Student Publications Incorporated, Student Commission on Programming and Entertainment, Recreational Services, University Lecture Committee, and KRUI-FM Radio.

2.1.2 Student Organizations. A student organization is a voluntary special interest group organized for educational, social, recreational, and service purposes and comprised of its members. The use of the term “student organization” includes sports clubs registered by Recreational Services. A student organization is a group which is recognized by the Student Organization Review Committee (i.e., on behalf of the Center for Student Involvement & Leadership and Recreational Services) (SORC) and to deans of academic colleges.

2.1.3 Individuals and Other Groups. Other interested parties or individuals working a on project in sustainability can apply for funding. An individual student or organization must be sponsored by a student organization to receive the application for funding. The funds will be transferred to student organization accounts under the SOBO. Assistance in finding a student org to sponsor a project can be given if needed.

2.2 Non-discrimination in GIF Funding. All groups or individuals, having met specifications within these bylaws, shall have an equal opportunity for GIF funding, respective of those priorities and criteria listed within these bylaws. The Green Initiatives Fund may not discriminate in its funding decision based on race, creed, or ideology. Groups’ programs, not pertaining to ideology, must be in accordance with the educational objectives of the University.

Section 3. Funding Request Process

3.1 Form. The form to apply can be found on the UISG and GPSG website. It is housed under the files section of the Center for Student Involvement and Leadership’s Engage page and linked under UISG Sustainability Page. On GPSGs website, it can be found by clicking on the committee’s tab, and then clicking on the sustainability page.

3.2 Submission guidelines. Request can be submitted at any time through the form because the fund operates on a rolling basis. If all required sections are not filled out, the form will not be reviewed.

3.3 Deadlines. Funding applications submitted two weeks before the week of final examinations will be reviewed for the next semester according to the College of Liberal Arts and Sciences academic calendar.

3.4 University Breaks: In the case that a GIF meeting falls during a University Break, the application will be automatically moved to the next GIF Committee meeting. The GIF committee will not meet during summer break, and therefore will not accept or review any applications during that time.

Section 4. Deliberations and Allocations

4.1 Review Process. The Green Initiatives Fund Committee will review the requests according to the order in which they were submitted since the last allocation session. Green Initiatives Fund chairs will have preliminary proposals, but the final allocation will be based on deliberation within the committee. The Green Initiatives Fund Committee will have a two-week deadline to vote on GIF requests.

4.2 Quorum. Quorum will be met when half of the original voting members, rounded down, plus 1 member of the Green Initiatives Fund committee are present.

4.3 Voting Process. Each request will be voted on separately. Requests will be approved by simple majority. In the event of a tie, the Green Initiatives Fund Committee co-chairs must make a final decision. If the GIF Committee is unable to vote on a request within the two weeks of the submission of the request, the UISG Sustainability Committee Chair, UISG Director of Sustainability and GPSG Sustainability Chair will make an executive decision within a week following the UISG Sustainability Committee review process.

Section 5. Funding Standards.

5.1 Conferences/Events. Conference/Event topics must be directly related to sustainability and fees will be capped at $100.00 per member. If Green Initiatives Fund amount is below $2,000, conference and events will not be funded.

5.2 Projects. Funding will be given to student/group projects that have the following goals in mind. Funding Cap will be up to the discretion of the GIF committee.

 1. Reducing energy consumption, waste production and the carbon footprint on campus

2. Encouraging sustainable development and encouraging UIOWA to become a greener campus

3. Providing educational opportunities for students to learn more about sustainable lifestyles, choices, and options available to them, and

4. Benefiting a large part of the UIOWA campus or connecting the University to the Iowa City community.

5.3 Promotional Items. Promotional items will not be funded unless they are demonstrated to be necessary to the sustainable vision of the event. Funds can only be used for electronic promotional items. Items can be funded up to $50.

5.4 Event Materials/Project Materials. Compostable items can be funded up to $100.00. Individuals/ groups must prove they will provide a compost with accurate signage to receive funding.

5.5 Guidelines. The Maximum Funding Standards are a guideline for the GIF Committee’s allocation decisions. All budget requests are subject to the committee’s judgment.

5.6 All non-enumerated line items will be funded using the SABAC max supplemental funding standards as guidelines.

5.7 Green Events Guidelines. Further guidelines to ensure sustainability at your event will be provided on part with the awarded funding and are expected to be followed.

5.8 Reoccurring Funding. Funding will be given out per semester, with the option to reapply for funding each semester. For reoccurring payments, please specify the weekly/biweekly/monthly amount as well as the total sum for the entire proposal within the general outline budget section within the application. In special circumstances the committee may vote to fund initiatives for the whole academic year.

Section 6. Fund Transfer

6.1 Award Notification. Organizations will receive notification of funds within two weeks through email to the primary contact listed on the form. Notification may occur before two weeks if a meeting can be scheduled before the deadline.

6.2 Green Initiatives Fund Evaluation Report. After the event, an organization is required to submit a Green Initiatives Fund Evaluation Report to the UISG Director of Sustainability with attached receipts which will allow authorization of reimbursements from the GIF account to your student organization account.