



Student Fees Advisory Board Organizational Funding

The Student Fees Advisory Board (SFAB) supports registered campus organizations through the funding of programs and initiatives. As an enrichment tool for campus involvement, SFAB seeks to increase student engagement by supporting events and programming sponsored by CSU registered student organizations in good standing with the Department of Laker Life.

In support of student organizations, SFAB champions the development of social, civic, cultural, and development programming, travel, and initiatives to enhance the overall campus experience for all Lakers. As such, student organizations are **STRONGLY** encouraged to put forth every effort into planning engagement opportunities that meet the university mission of social mobility and develop students academically, professionally, and socially.

SFAB is a student lead committee comprising both students and professional staff. Committee members are trained in the approval guidelines, charged with providing an unbiased viewpoint, and promote the good use of Student Assessed Fees; providing an equitable review of each proposal based on the information submitted.

SFAB Funding Schedule for the 2026-2027 Academic Year

- Primary Cycle: July 27, 2026, through August 15, 2026
- First Off Cycle: September 28, 2026, through October 2, 2026
- Second Off Cycle: January 25, 2027, through January 29, 2027 (pending availability)

Student Organizations Funding

1. **All student organizations must be registered with the Department of Laker Life** for the academic year in which funding is requested.
2. Requests submitted by **organizations that have not completed their required registration and training** (i.e. RESET.) **will not be accepted/approved.**
3. All items to be purchased or processed as a part of said request will be handled by the Department of Laker Life. **Student organizations may not purchase items directly for reimbursement.**
4. **Organizations are eligible to request funding support up to \$1500 (Fifteen Hundred Dollars) for the academic year. SFAB funds are not available during summer sessions.** Organizations that co-sponsor an event with at least two (2) other organizations **may** be eligible for one (1) additional opportunity to utilize SFAB funding assistance per year.
5. Organizations may request funding for one or more of the following categories:
 - a. **Speakers/Entertainment** – Speaker Honorariums (limited to \$150), Workshops, Lectures, Forums, DJ, Rental of Licensed Media, Event Contracts.
 - b. **Event Production** – Decorations, Promotional Items, Rented Resources, Awards (Plaques, certificates, trophies)
 - c. **Organization Support**- Branding Materials (T-Shirts, table clothes, pens etc.) (limited to \$300)
 - d. **Travel**- Conference Attendance (Professional Development/Leadership Opportunities), Shuttle Services, Volunteer Opportunities (limited to \$1000)
 - e. **Other** – Organizations may request funds for operating expenses that do not appear on this list if they are not prohibited; a rationale for inclusion will be required
 - ***Requests for food at events where food is the primary purpose of the event will not be awarded*** (i.e. banquets, dinners, etc.)



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6. All groups applying for funding must advertise their event through the University and select a marketing plan that will reasonably advertise the event to CSU students, who may not be members of the organization.
7. SFAB Funds cannot be allocated towards:
 - Paying for off campus venue spaces
 - Salaries or wages to CSU staff or students for participating in student activities, organizations, or athletics (excluding campus security, facilities, and custodial staff)
 - Personal subscriptions, personal memberships, or group memberships
 - Donations
 - Monetary awards, or Gift Cards of any kind
 - Any event that includes or provides alcoholic beverages and/or any illegal substance/paraphernalia
 - Charities, scholarships, philanthropic efforts, or any form of organizational/personal gain
 - Events not targeted towards CSU students
 - Events that are not free or open to the entire CSU student body (Excluding cost recovery events)
 - Off-campus advertising (including postage & envelopes)
 - Any photography and/or videography expenses
 - Contributions or expenditures in connection with any political campaign (including primaries) on behalf of any candidate for public office, or financial support of any kind to organizations whose activities consist substantially of lobbying or other activities designed to influence legislation
 - Direct or indirect support of litigation against the University
8. SFAB has the discretion to subject proposals to partial funding if the cost per CSU student is deemed excessive or deny the funding request entirely. It also has the discretion to require organizations to contribute funds to programming.
9. Any items purchased with the SFAB funds are property of the University. **Upon purchase and use, all items must be inventoried and available upon request by the Department of Laker Life, excluding promotional items.**

Funding requests must be submitted in accordance with the deadlines listed in the SFAB Guidelines. They are reviewed weekly during the funding period. Notifications will be via Presence Finance within two weeks of the review. If there are any questions about the SFAB funding process, please contact the Department of Laker Life.