



Introduced By: CRT Committee
Sponsored By: Chair Cubow
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**University of Central Florida
Fiftieth Student Body Senate
Resolution 50-51**

[Updated 2018-2019 CRT Committee Spending Policy]

1 A. Definitions

2 1. The following terms shall be defined by Conference Registration and Travel (CRT) Committee as follows:

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4 Conference – A gathering of professionals and/or scholars, that has an official itinerary, and at which, the student
5 presents research findings, attends workshops, or enhances personal or professional development skills.

6
7 Research Presentation – References the funding level that funds students to attend and present a research paper
8 or to profess proficient knowledge of an academic subject for colleagues at an accredited, organized conference.

9
10 Competition – References the funding level that funds students to attend and compete with other colleagues
11 about an academic subject at an accredited, organized conference.

12
13 Seminar – References the funding level that funds students to attend academic lectures or professional
14 networking sessions at an accredited, organized conference.

15
16 Service Trip – References the funding level that funds a Registered Student Organization (RSO) to participate in
17 providing aid to a community in a manner that supports the mission statement of their RSO, has no imposition of
18 spiritual beliefs, and has oversight provided by an official organization.

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20 B. Funding Description

21 1. The A&SF Fiscal Year shall be divided into four (4) Fiscal Quarters, designated, respectively, as:

- 22
23 a. Quarter One, comprised of July, August, September;
24 b. Quarter Two, comprised of October, November, December;
25 c. Quarter Three, comprised of January, February, March; and
26 d. Quarter Four, comprised of April, May, June.

27
28 2. The Registration and Travel Account shall be divided into discrete budgets for each of the four (4)
29 Fiscal Quarters.

30 3. The budgets established for each of these Fiscal Quarters shall be approved and amended by the CRT
31 Committee.

32 4. Allocations and Bills will draw funds from the Fiscal Quarter in which their respective conference lies.

33 5. The funding level for Senate Bills shall be 50% of total eligible costs, unless a Registered Student
34 Organization requests a lower funding level.

- 35 a. The only exception to the above stated funding level shall be sanctions imposed by the
36 Operations Review and Sanctions (ORS) Committee, or the organization reaching the total
37 funding limit.

38
39 C. Meeting Operations

40 1. Allocation requests must be time-stamped twenty-four (24) hours prior to the start of the CRT meeting
41 for them to be considered.

42 2. If an organization is requesting funding, an authorized officer of the organization must be present at the
43 CRT Committee meeting, Caucus, or Senate meeting to be considered;

- 44 a. If an individual cannot make a CRT Committee meeting, CRT Caucus, or Senate meeting due
45 to extenuating circumstances, said student may be present via teleconference and/or video
46 conference.
47 b. At the discretion of the CRT Committee they may also be represented by another student who
48 is going on the same conference as the individual or a designated representative.
49 c. Regional Campus, Rosen, and Medical School students may be present via teleconference
50 and/or video conference.
51 3. An individual or an authorized officer of the organization must attend the meeting following the
52 submission of their allocation as scheduled. Failure to be present at two (2) consecutive scheduled CRT
53 meetings may result in the allocation being postponed indefinitely.
54

55 D. Timeline

- 56 1. Allocation requests must be approved by the CRT Committee at least fourteen (14) business days before
57 funding is needed, as dictated in the A&SF Financial Training Modules.
58 2. Allocation and Bill requests shall only be seen in the CRT Committee during the Fiscal Quarter in
59 which the conference lies or Fiscal Quarter prior.
60

61 E. General Limitations

- 62 1. The Registration and Travel account will only be used to fund the cost of registration, as dictated on the
63 conference website or with written verification provided by a conference official, lodging, and primary
64 mode of transportation via common carrier conveyance (i.e. airplane, train, charter bus).
65 2. CRT shall not fund:
66 a. Mission trips and cultural exchange trips.
67 b. Individual student allocations and fiscal bills for service trips.
68 c. Food provisions, food services, and unrestricted social events.
69 d. Hostels and short-term rental services (i.e., apartments and personal homes).
70 e. Lodging for individuals who request a divided portion of the total lodging bill.
71 f. Personal or rental vehicles.
72 g. Internships and study abroad trips.
73

74 F. Funding Levels

- 75 1. Funding for a Registered Student Organization (RSO) allocation shall be administered through one (1)
76 of the following funding levels per Fiscal Year:
77 a. Research Trips shall be funded at a maximum level of \$4,000.00 one (1) time per fiscal year
78 for RSO allocations.
79 b. Competition Trips shall be funded at a maximum level of \$2,500.00 one (1) time per fiscal
80 year for RSO allocations.
81 c. Seminar/Networking Trips shall be funded at a maximum level of \$2,000.00 one (1) time per
82 fiscal year for RSO allocations.
83 d. Service Trips shall be funded at a maximum level of \$5,000.00 one (1) time per fiscal year for
84 RSO allocations.
85 2. Funding for Individual allocations shall be administered at the following levels:
86 a. Research Trips shall be funded at a maximum level of \$400.00 one (1) time per fiscal year for
87 individual allocations.
88 b. Competition Trips shall be funded at a maximum level of \$250.00 one (1) time per fiscal year
89 for individual allocations.
90 c. Seminar/Networking Trips shall be funded at a maximum level of \$200.00 one (1) times per
91 fiscal year for individual allocations.
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93 G. Funding Details

- 94 1. To be considered for funding at the requested levels, individuals/RSOs must meet the following criteria:
95 a. Research Trips
96 i. Must be presenting their research at the desired conference.
97 ii. Present an abstract to CRT of the submitted research.
98 b. Competitions Trips
99 i. Present verification of qualification, invitation, or intent to compete.
100 c. Service Trips

- 101 i. Must be affiliated with a community service based RSO.
- 102 ii. Have no imposition of spiritual beliefs for the duration of the trip.
- 103 iii. Country of proposed travel shall not exceed a Level 1 in accordance to the United
- 104 States Department of State's International Travel Advisory.
- 105 iv. Groups shall have no less than six (6) without exceeding eighteen (18) participants per
- 106 service experience.
- 107 v. Service must be mutually beneficial.