Discretionary Fund Guidelines

Funding decisions are never guaranteed – precedence and/or basic qualification do not automatically result in approval of an application. Please read the following information BEFORE applying for funding.

Application Timeline

- Applications are due **at least four weeks** prior to either the date of the event or the due date of the earliest payment (whichever comes first).
 - Applications requesting funding for Talent must apply **at least six weeks** prior to either the date of the event or the due date of the earliest payment (whichever comes first)
- Applications received within this four week deadline will be considered at the discretion of the Director of the Discretionary Fund.
- Complete the funding application on the USG Funds website
- The application requires a full budget for your program along with official invoices/quotes/estimates for each individual expense
 - o Funding is a first-come, first-served program. Apply as early as possible to avoid delays caused by school breaks and other technical issues
- Submitted Inquiries will be responded to within two business days, including funding decisions and application changes
- Event must be free for USC undergrads and on campus
 - Rare exception will be granted to off-campus events if free transportation is available to the event and the event has a significant benefit to the USC community

What is fundable?

- Talent, production, or production rights
- Staging & lighting, decoration (rentals only) only from a PO vendor
- Venue, staffing, security
- Printing costs (non-promotional, materials necessary for use during the event)

The following are not eligible for funding:



Alcoholic beverages





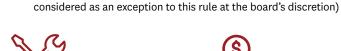
Food, T-Shirts, Gifts, or any durable goods (Any such items critical to the function of the program may be



Promotional items



Student vendor



Deposits or fees pertaining to cleaning/damage





Reimbursements



Airfare

Maximum per Academic Year

- Individual organizations may receive a maximum of \$4,100 from the Discretionary Fund per academic year. This maximum may be increased if an organization sends a representative from their organization to attend one or both of these events:
 - Attendance of the USG Funds Workshop will allow for consideration of an additional \$200 dollars to the funding maximum.
 - Attendance of one of the Bystander Intervention Training workshops will allow for consideration of an additional \$200 dollars to the funding maximum.
 - The maximum an organization can receive for attending both events is \$4,500.
- Collaboration: A collaborative application with multiple student organizations will be considered on a case by case basis. Per the USG Bylaws, organizations collaborating to receive maximum funding can receive up to a maximum \$6000 and approved funds will be counted evenly among all organizations involved in consideration with their annual limit.

Multiple Dipping (same group applying to different boards)

- Applicants can receive funding from different boards throughout the academic year.
 - o Progression towards an organization's limit is tracked individually by each board.
 - Ex. An organization receiving funding from the Discretionary Fund does not need to consider its funding from Philanthropy Fund earlier in the year when completing their application.
- Applicants may receive funds from only one USG account per event.
 - Examples of other USG accounts include all USG Funding Boards, Programming Boards, and Recreational Club Council).