



Finance Committee Bylaws

The Associated Students of Lewis & Clark

Article I: Purpose and Scope

1. Purpose
 - a. The Finance Committee allocates grants to student initiatives that will benefit the Lewis and Clark Community.
2. Scope
 - a. The Finance Committee may allocate grants to events planned by:
 - i. Individual Students
 - ii. Student Groups

Article II: Membership

1. The Treasurer
 - a. Shall serve as the Chair of the Finance Committee
 - b. Shall only serve as a voting member of the Finance Committee in the case of a tie
 - c. Shall call meetings of the Finance Committee at their discretion
 - d. Shall provide Committee Members with materials necessary to make educated decisions on grant allocations
 - e. Shall choose the members of the Finance Committee
 - i. The Treasurer shall make Finance Committee application materials available to the student body during the first month of the fall semester
 - f. Shall make materials needed for grant application available to the student body
 - g. Shall inform grant applicants of how much money they have been allocated within twenty-four (24) hours of their grant hearing
 - h. May hire an administrative assistant
2. Administrative Assistant
 - a. Shall serve as a voting member of the Finance Committee
 - b. Shall take notes at Finance Committee meetings
 - c. Shall submit minutes to the Treasurer to be made available upon request
3. Committee Members
 - a. Shall serve as a voting member of the Finance Committee
 - b. There shall be six (6) to twelve (12) members of the Finance Committee, three (3) of whom shall be Senators appointed to the Finance Committee by the Vice President
 - c. Committee members may be removed by two-thirds (2/3) vote of the Finance Committee

Article III: Committee Operations

1. Grant Hearings
 - a. Shall take the following format:

- i. The grant applicants shall give a presentation of their event, and how it will positively impact the Lewis and Clark Community
 - ii. The Finance Committee shall have the opportunity to ask questions of the grant applicants
 - iii. The Finance Committee Members shall discuss the grant application
 - iv. The Finance Committee shall vote on the amount of money allocated
- 2. Funds
 - a. If, at the end of the academic year, the Finance Committee still has funds available for allocation, those funds shall be rolled over to the following year's Finance Committee
 - b. The Finance Committee shall not employ retroactive funding except during the first month of the fall semester, at the discretion of the Treasurer
 - c. The committee may add a stipulation to any grant at their discretion
 - i. Should the individual or group receiving the grant fail to meet any stipulations placed on their grant, their grant shall be returned to the Finance Committee
 - d. Funds shall not be used for initiatives taking place over summer

Article IV: Amendment

- 1. These bylaws may be amended by a two-thirds (2/3) vote of The Senate and a two-thirds (2/3) vote of The Finance Committee