

BFC Best Practice on EFR

1. Religious events cannot be funded as these events do not encourage all graduate student participation and target specific graduate student groups.
2. The applicant GSO must show concerted effort to be inclusive of the graduate student body outside of their own organization through publicity and outreach prior to GSG funded events, as outlined clearly in EFRs.
3. We encourage events on or near campus where all graduate students can participate.
4. Gifts or prizes for guests, speakers or students or any capital expenditure for events are prohibited to fund by the GSG bylaws.
5. EFR approved fund can also not be used to pay for bottle water and decoration.
6. All the items for decorations are not eligible for funding.
7. The amount for food over \$10 per graduate student will be accepted based on the GSO event situation and GSG EFR budget scenario.
8. Educational or professional development events, especially those that appeal to a large portion of the graduate student population and encourage cross-disciplinary interaction, are given preference.
9. Organizations who fail to abide by the best practices or provide fraudulent information be barred from applying for event funding for one year (starting from the data when the gaming behaviors are detected).
10. Applicant GSOs must declare all members who are also members of the GSG General Assembly and GSG BFC to avoid conflict of interest and maintain the BFC's integrity.
11. Any members of BFC affiliated to the GSO in any particular way must declare themselves in the beginning and excuse themselves from the discussion. This helps the BFC maintain its integrity.
12. GSOs must include the event sign-up sheet and at least a photo with the event and GSG sign in their post-event report.
13. A member who has three unexcused absence from the evaluation of EFRs, or who is absent, whether excused or unexcused, from evaluations of EFRs for five times, may be removed from the committee.
14. A member, who has not participated in the evaluation of event funding requests after five calendar days of the first email notice, will be considered absent for the discussion of EFRs. Based on the number of reported and de facto absences, Chair of BFC shall recalculate and update committee members with the threshold for a majority passage of an EFR.
15. BFC can only approve EFR at or below 5 percent of the amount allocated to EFR (\$800). An EFR above 5 percent must to be approved by the assembly which occur everymonth from September to June.