Introduction
The Registered Student Organization Funding Board (RSOFB) is implementing a brand new form of student organization funding for the 2013-2014 academic year. In addition to Mass and Rolling funding pools, a Matching Fund pool is now available. The RSOFB Funding Policies will still be the guiding policy document for this pool of money. PLEASE NOTE: The 2013-2014 academic year will be a pilot year for this funding pool. The RSOFB & Office of Activities & Engagement will re-assess the structure and availability of this pool at the end of the 13-14 academic year and decide if it will continue. As such, the guidelines are subject to change and are determined at the discretion of the RSOFB.

Purpose
The purpose of the Matching Fund pool is to support registered student organizations in their funding needs as well as encouraging external fundraising.

Total Available
Up to $12,000 TOTAL is available for the 2013-2014 academic year.

Overview
• The maximum amount a club can request be matched is $500. By applying for $500, your club is committing to fundraise an additional $500.
• Money must be raised through financial donations or fundraisers. No in-kind/services donations.
• If you receive Matching Fund money, the money will be released to your group as soon as you show proof of money raised. Like the other funding pools, we will not write checks to a club, rather the money will be used for reimbursements, etc.
  o Example: You have raised $200 of your $500 goal. You show proof (see below what constitutes as proof) of raising $200, OAE will release $200 of your $500 total to your club in the form of a reimbursement.
• Money must be raised in the 2013-2014 academic year. You are eligible to begin fundraising before being approved for the Matching Fund, however, you must be able to show proof of funds raised during the current academic year (see documentation requirements below).
• You must raise the money and provide proof of doing so by June 1st, 2014.
• The permitted and prohibited uses of funds as stated in the RSOFB policies still apply.
  o The Matching Fund will only be available to those who raise money for club expenses. The Matching Fund will not be disbursed to charitable foundations.
  o Once all matching funds have been distributed no additional funds will be available this academic year.

Eligibility
1. Your club must meet the same criteria stated in the RSOFB policies.
2. Your club must have received funding in the past. **Even if you HAVE funding (either Rolling or Mass) this academic year, you are still eligible to apply!**
3. Your club may only apply once an academic year for the Matching Fund pool.

Types of Fundraising and Needed Supporting Documentation
Financial Donations
Financial donations qualify when someone (can be individual, business, organization, etc.) OUTSIDE of the organization makes a financial donation in the name of the club. Donations/Dues from members, advisors, leaders or other registered student organizations are not permitted. If we suspect student organizations are breaking or bending this rule, we will investigate and potentially withdraw current funding as well as future funding for your club. Please do not abuse this rule.

Documentation Needed of Financial Donations:

1. Copy of bank deposit slip
2. Copy of check(s) made out to your student organization from donor. No cash from individual donors or businesses, checks only.
3. Donor must fill out Donor Form (found on OAE website) addressing donation intentions.

Fundraisers
Fundraisers can be an event, program, or individual club members participating in events such as the Career Fair, working athletic events, etc. All of these DO count as fundraising on behalf of the organization.

Documentation Needed of Fundraising:

1. OAE Fundraising Report Form (found on OAE website) must be submitted, which will include:
   a. How much total money was raised
   b. How many participants were involved
   c. Copy of event advertisement or other form of proof of event.
   d. Other information at request of OAE.
2. Copy of deposit slip of funds raised into club bank account.
3. If applicable, copy of check(s) made to your student organization from fundraiser.

How to apply
Fill out the Matching Fund application by Wednesday at Noon. The RSOFB will review the application on the following Wednesday. A member of the applying organizations MUST be present at the RSOFB meeting to answer questions. If you are not present, your application will not be reviewed.

Questions?
Contact Mandy St. Aubyn, Office of Activities & Engagement at 994-6902 or amanda.staubyn@montana.edu.