# ASI Seed Funding Policy

## PURPOSE

Associated Students Inc. (ASI) has long been working in favor of the Recognized Student Organizations (RSOs) of Cal State East Bay. To help new student organizations get started, ASI offers one-time startup funding to clubs/orgs that have recently been officially recognized on campus. This policy is for newly recognized student organizations requesting initial funding.

**What Seed Funding Covers:**

New student clubs and organizations can receive up to $300 in startup funds. This money can be used to help launch and promote your group. Examples include flyers, banners, shirts, business cards, social media ads, giveaways, tabling supplies/tablecloths, office supplies, and more.

**What Seed Funding Cannot Be Used For:**

Seed funding cannot be used for events, food, member gifts, or non-promotional equipment (like tablets or coffee makers). For food-related expenses, please use the ASI-RSO Event Funding Form. This list is not exhaustive—other restrictions may apply.

## Eligibility:

To qualify, your student organization must meet **one** of the following:

1. The organization is newly founded and recognized.
2. The organization is being reactivated after being inactive for two or more years.

## Distribution of Funds:

- Seed funding will be distributed based on the Student Leadership and Involvement Center (SLIC) Recognition and Renewal policy and deadlines (approximately July 5, Sept 30, and Jan 31).
- SLIC will provide a list to ASI each period, and funds will be transferred into RSO AS account.
- Funding can’t be lowered if the funds are limited. The ASI Board of Directors can vote to add funds if available.



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- *Note:* RSOs who currently have a minimum of $300 or more in your AS account are not eligible for the seed funding.

## Seed Funding Summary Report:

All RSOs that receive ASI seed funding are required to:

- Submit a seed funding summary report to the ASI vice president within 30 days of fund usage. This report must include an overview of what the funds were used for, how the funds benefited the RSO, a budget summary, and any future organizational plans now that it is established. Failure to submit a summary report may result in the RSO being ineligible to receive future funding from ASI for a minimum of one year.
- If the seed funding has not been used during the academic year awarded till May 1st, ASI reserves the right to take the funding back.

Authored by:

Revised/Approved by the ASI Executive Committee on July 23, 2025
Revised/Approved by the ASI Personnel Committee on 08/05/2026

**Approved On:** Wednesday,August , 2025

ASI President/CEO does hereby [ ✓ ] *approves* / [ ] *refuses to approve* this policy.

Matthias Dempsey (Sep 1, 2026 12:03:05 PDT)

Matthias Dempsey
*ASI President/CEO*

Harshvardhan Patel
Harshvardhan Patel (Sep 2, 2026 17:08:30 PDT)

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| *ASI Vice President of Finance/Chief Financial Officer* | *Staff* |

Approved by: ASI Personnel Committee Meeting 2026 - 2027



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