

MEMORANDUM OF UNDERSTANDING (MOU)

Effective date: January 22, 2024

Concluding date: January 22, 2025:

Parties: UCSB Associated Students Finance and Business Committee Chair and External Vice President for Statewide Affairs

University of California Santa Barbara - Associated Students (AS)

This Memorandum of Understanding (MOU) is entered into on January 22, 2024, by and between the Finance and Business Committee Chair (hereinafter referred to as "F&B Chair") and the External Vice President for Statewide Affairs (hereinafter referred to as "EVPSA"), collectively referred to as the "Parties."

1. Purpose and Scope of the MOU

This MOU outlines the collaboration between the F&B Committee and the EVPSA in the distribution of United States Student Association (USSA) funding at the University of California, Santa Barbara.

2. USSA Funding Distribution

- a. The Finance and Business Committee (F&B) is primarily responsible for the distribution of USSA funding to Registered Campus Organizations (RCOs) for travel. F&B approval (additional) is not necessary when distributing USSA funding to Boards Commissions and Units (BCUs) or AS entities, in accordance with relevant legislation.
- b. The USSA Lock-in language was intended for the purpose of uplifting student advocacy. While the USSA no longer continues its work, its mission describes uplifting student advocacy at local, state, and federal levels. These funds can be used to support advocacy in the variety of ways that advocacy may manifest itself for students.

3. Separate Funding Sources for BCUs

F&B and the EVPSA office retain the autonomy to separately fund BCUs from sources other than USSA funding – and are setting the terms of this MOU to help in future decision-making..

4. Compliance with AS Travel Requirements

RCOs and BCUs receiving USSA funding for travel must comply with all additional and applicable AS travel requirements, including the use of the AS travel portal.

Definition of travel portal: the AS travel portal is for AS entities and an equivalent method of completing forms will need to be achieved (i.e. written forms, signed and the office of record is the AS Administration.)

5. Compliance with Budgetary Requirements

Organizations must submit a budget, with line items, for their request via Fluxx with attachments of estimates and the number of travelers.

Organizations utilizing USSA funds do not require a one-time exception to travel as long as the fund is utilized for its intended purpose.

6. F&B Motion Language

Motions approved by the F&B Committee for USSA funding will include explicit language stipulating that the allocation is contingent upon the RCO's adherence to all relevant AS travel policies, completion of forms and qualifying to use the needed form of transportation. Campus policies and procedures also need to be followed as set by the campus transportation dept..

7. Journaling of USSA Funding

Upon approval, USSA funding will be directly journaled into the individual RCO account, held by AS, upon receipt of an AS Req PO submission and invoice submission.

8. Reserved Sum for F&B Tracking

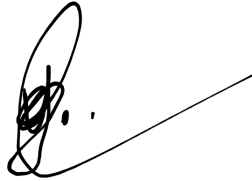
A sum, to be specified by the EVPSA, of the USSA funding will be designated for tracking purposes by the F&B Committee.

Term and Review

This MOU shall commence on January 22, 2024 and remain in effect until January 22, 2025, unless terminated or modified by mutual agreement of the Parties. The effectiveness and relevance of this MOU will be periodically reviewed by the Parties.

Execution of MOU

This MOU is executed in duplicate by the authorized representatives of the Finance and Business Committee Chair and External Vice President of Statewide Affairs. AS Administration will need to complete the expected payments on behalf of this agreement and subsequent payments, charges.



Yael Berukhim

Finance and Business Committee Chair 2023-2024

January 22, 2024

Vero Caverogusquiza

External Vice President of Statewide Affairs

Date

Marisela Márquez, Ph.D.

University of California, Santa Barbara Associated Students Executive Director

Date