

# ASI Student Emergency Grant Policy

## **PURPOSE**

This policy is, and will be in effect to describe the directions for the distribution of funds from Associated Students, Inc. (ASI) Student Emergency Grant account to provide financial assistance to California State University, Stanislaus eligible students experiencing an unexpected economic crisis.

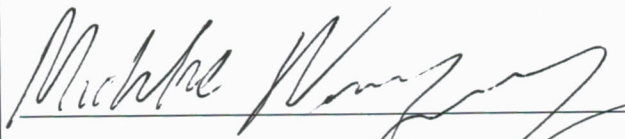
## **POLICY**

It is the policy of ASI that the ASI Board of Directors appropriates funds to eligible student's experiencing an unexpected economic crisis. Students in need of financial assistance must provide proof of financial need. The grant offers limited help as a stop-gap measure in an emergency situation. The awarding of ASI Student Emergency Funds is the responsibility of the ASI Emergency Grant Committee.

It is the Boards' intent that Student Emergency Grant funding be allotted to support students in need of financial assistance due to an unexpected emergency and to help students stay focused on their coursework while progressing toward graduation.

This policy was voted on and approved by the ASI Board of Directors on: October 29, 2019

The following signature by the ASI Vice President, verifies the approval of the ASI Board of Directors:

  
Michelle Nungaray, ASI Vice President

10/31/2019

Date

*\* This policy may be amended by a two-thirds vote of the ASI and SC Board of Directors.*

## **PROCEDURE**

### **1.0 ASI Emergency Student Grant**

- 1.1 Students facing a financial crisis can apply for up to \$500 of funds throughout each academic year.
- 1.2 The Student Emergency Grant should be used for an unexpected financial need and/or crisis.
- 1.3 Students may not request funds as reimbursement for something they already purchased.
- 1.4 Students must submit proof of financial need:
  - 1.4.1 Students can submit current and past due bills as proof of financial need
  - 1.4.2 Students can submit invoices as proof of financial need
  - 1.4.3 Students can submit any paperwork that shows the amount needed to be paid by them as proof of financial need
  - 1.4.4 Students can submit an eviction notice as proof of financial need
  - 1.4.5 Students can submit a letter as proof of financial need

### **2.0 Eligibility**

- 2.1 Students facing a financial crisis must meet eligibility requirements in order to qualify for the student emergency grant. Eligibility requirements are as follows:
  - 2.1.1 Students must be an active and enrolled student at CSU Stanislaus
  - 2.1.2 Students must be in good academic standing with the university
  - 2.1.3 Students must be debt free to the University
  - 2.1.4 Students must have exhausted all financial aid resources
  - 2.1.5 Students must be able to demonstrate an urgent financial need

### **3.0 Requesting Emergency Grant**

- 3.1 Students facing a financial crisis who meet the eligibility requirements must submit a completed application. A completed application consists of:
  - 3.1.1 Completed application submitted with correct and legible information
  - 3.1.2 A budget detailing the amount of funds required
  - 3.1.3 Proof of financial need (examples listed above)
  - 3.1.4 A letter of intent consisting of the nature of emergency
- 3.2 All applications submitted will be reviewed by the ASI Emergency Grant Committee. Once all applications are reviewed Students will receive a decision letter via email with information to proceed.

### **4.0 Managing Funds**

- 4.1 Once students have been approved for the Student Emergency Grant they will receive funds via check or direct deposit.
- 4.2 All allocated funds are not limited to but may be used for the following expenses:
  - 4.2.1 Loss of housing
  - 4.2.2 Sudden medical or hospitalization expenses
  - 4.2.3 Legal and/or health fees for victims of sexual assault and violence
  - 4.2.4 Legal and/or health fees for mental health related issues
  - 4.2.5 Loss of fixed income
  - 4.2.6 Car accident or unforeseen related car expenses
- 4.3 All allocated funds are not limited to, but may NOT be used for the following expenses:

- 4.3.1 Driving/Traffic Violation Fines or Fees
- 4.3.2 Tuition
- 4.3.3 Student Organization fees
- 4.3.4 Hospitality
- 4.3.5 Alcohol
- 4.3.6 Extracurricular activities (i.e. gym membership)
- 4.3.7 Entertainment (including monthly entertainment such as Netflix and Hulu)
- 4.3.8 Food Insecurity (Services and programs already exist to provide access to a sufficient quantity of affordable and nutritious food)