

## Applications: Rules and Regulations

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1. Applicants must be undergraduate organizations **recognized by PSU**.
2. Only organizations based at University Park are eligible for funding.
3. **No more than 20% of the semester budget** will be spent on any **single** organization. If an organization has received this amount, they will be notified.
4. Deadlines for applications will be the **first week of every month, starting in October and February**. The semester budget shall be divided into fourths with one fourth to be spent at each of the (3) deadlines, and one fourth held back for rolling applications that need emergency funding.
5. Incomplete applications, applications with bad budgetary information, or applications with errors in their accounting will be **automatically disqualified**.
6. Funding will be prioritized based upon the impact of the purchase/program upon the **Penn State community and/or its prestige**.
7. Generally, funding for travel will cover expenses for **three to five students** unless circumstances seem to really **warrant a large group** of travelers.
8. Travel funding shall only be granted if the group in question in **presenting, accepting an award, or competing at the desired destination**.