



SOFAC Allowed Expenses

- Equipment Purchases
- Association/Membership Fees
- Transportation Expenses
- Lodging
- Entertainer/Speaker/other contracted fees
- Conference Registration Fees
- Facility Reservation Fees
- DJ Services
- Advertising/Marketing

SOFAC Not Allowed Expenses

- Clothing items/uniforms for personal use
- Decorations or supplies for decorations
- Donations, gifts, awards and scholarships
- Academic paper/presentations at conferences
- Retreats, Recruitment Events, Formals, and Fundraisers
- Association membership dues for individuals
- Food for organizations, events or individuals
- Equipment which would be considered a weapon or used for weaponry purposes
- Advisor expenses and Labor Charges
- Expenses to attend a career fair or interview for employment
- Furniture
- Trip expenses outside of registered events
- Printing outside of Printing Services

SOFAC: Organization Funding Standards

The following Funding Standards shall be utilized by SOFAC when reviewing budget proposals, direct payments, and reimbursement requests by approved student organizations.

- Equipment Purchase
 - maximum of \$1,000 per fiscal year
- Annual Association/Membership Fees
 - Organization Fees only; individual fees shall be paid by individual members
 - Maximum of \$250 per fiscal year
- Transportation
 - Airline Tickets: \$500 per person, per event; maximum of \$3,000 per fiscal year
 - Vehicle Rental (up to 6 passengers): \$60 per day, per vehicle
 - Vehicle Rental (7-11 passengers): \$75 per day, per vehicle
 - Vehicle Rental (12+ passengers): \$100 per day, per vehicle
 - Bus Rental: \$1,500 per event; maximum of \$3,000 per fiscal year
 - Train/Bus: \$100 per person, per event
 - Parking: \$10 per day, per vehicle
 - Taxi/Shuttle: \$75 per event; maximum of \$300 per fiscal year
 - Gas (not allowed for personal vehicles): \$300 per event
 - **Mileage (allowed for personal vehicles): Cents per mile for personal vehicles can be found on the Missouri State Financial Services website**
- **Lodging**
 - **\$60 per student, per night**
- Speaker fees and honorariums/performers/pageants (contract only)
 - \$500 per request, per performer
- Conference Registration Fees
 - \$350 per student, per event
- Club League/Tournament Fees
 - \$1,000 per league/tournament
- **Facility Rental**
 - **\$1,000 per event**
- DJ Services
 - \$400 per event; maximum of \$800 per fiscal year
- Advertising
 - \$40 per event; maximum of \$300 per fiscal year