

The Green Fund Constitution

Article 1 – Name and Affiliations

The name of the organization shall be “The Green Fund.”

The name of the group that will advise The Green Fund shall be called The Green Fund Advisory Board, abbreviated to GFAB

Article 2 – Objectives and Purpose

The Green Fund will be available for use by approved sustainably-progressive projects, educational programs and activities for Slippery Rock University, as well as research grant programs for Slippery Rock University students and faculty.

Article 3 – Source of Funds

The Green Fund will be sustained by funding provided by the University based on \$5/student per the 15-day census of the fall and spring semester (this is not a student fee). The funds will be administered by the Green Fund Advisory Board.

Article 4 – Amendments

The Green Fund Constitution may be amended if necessary. A 2/3 vote of all GFAB members is required to approve amendments.

Bylaws of The Green Fund

Mission Statement

The Green Fund will be available for use by approved sustainably-progressive projects, educational programs and activities for Slippery Rock University, as well as research grant programs for Slippery Rock University students and faculty. The Green Fund will be sustained by funds provided by the University, and will be administered by the Green Fund Advisory Board.

Article 1 – Green Fund Advisory Board

Section 1.1 – Powers and Voting

The Green Fund Advisory Board (GFAB) has responsibility over The Green Fund. A simple majority of the board's full membership is required to recommend funding and any other official decisions, except as provided for elsewhere in these bylaws. Apart from his/her normal function as part of the board, a member has no individual authority.

Section 1.2 – Member Numbers and Representation

The GFAB consists of eleven voting members consisting of:

- Two Student Government Association members: one who is serving as a senator, and one who also serves on the executive board.
- A member of the Slippery Rock University (SRU) Facilities staff
- Three SRU faculty members
- The Director of Sustainability
- One Macoskey Center student employee
- Two undergraduates of any major, as appointed by the faculty members of the GFAB
- One community member

Section 1.3 – Election and Terms of the Green Fund Advisory Board Members

The original members of the GFAB will be appointed by the founders of The Green Fund. Thereafter, the decision to select or instill new board members will be determined by the presiding or active GFAB members. Terms are as follows:

- Student Government Association members will be appointed by the SGA each year and will serve a one-year term.
- Students appointed by the faculty will serve a one-year term, with no limitations to number of terms served. Students will be appointed by the professors on the GFAB.
- The Macoskey Center student employee will be appointed by the Director of the Macoskey Center each year and will serve a one-year term.

- Faculty members and the community member will serve two-year terms with no limitations to number of terms served. Renewal of terms is based on the recommendation to and approval of the Office of the President.

Section 1.4 – Duties of the Green Fund Advisory Board

The duties of the Green Fund Advisory Board shall be:

- Accept and review project applications to determine the fund apportionment
- To meet each semester to determine how to distribute funding.
- After the due date for applications the GFAB will meet to review the applications and recommend funding. If there are few or no applications, the GFAB members can take a majority vote to decide whether members can propose projects for consideration to use funding. If additional research or review of proposals or applications is needed, additional meetings will be scheduled as necessary.

Section 1.5 – Organizers

The GFAB will have a Chair, appointed by the President, who is responsible for organizing meetings, preparing recommendations for funding for Presidential approval, and keeping track of committee vacancies that need to be filled.

The GFAB will also elect a secretary to take minutes during the meetings and to assist the Chair in preparing an annual report before the June Council of Trustees meeting.

Section 1.6 – Conflicts of Interests

The Green Fund Advisory Board shall conduct itself in such a way that conflicts of interest are minimized and all potential conflicts of interest are announced.

Section 1.7 – Voting Conflicts

Decisions by the Green Fund Advisory Board must occur from a majority vote of the total membership.

Article 2 –Allocation of Funds and Project Selection

Section 2.1 – Budget Restrictions

There shall be no minimum spending limitations within the total available unobligated funds. The GFAB can choose to set funds aside to reserve for future endeavors or more expensive projects.

Section 2.2 –Restrictions and Priorities

There is no limit to how many disbursements the Green Fund can support each year, provided all allocation totals are within the budget. Priority will first be given to projects,

then research grants. Members of GFAB are not exempt from applying for any funding, but are required to be held at the same standard as all other applicants, and must recuse themselves from voting in cases of a conflict of interest. University funds can only be spent on University specific projects.

Section 2.3 – General Requirements for Proposed Projects

- All projects shall promote sustainable practices, thinking, and development, with a goal of a healthier campus and community.
- No Green Fund support shall go to a project that involves paving any green space.
- Project proposals may be submitted by SRU faculty, staff, and students (with faculty support/approval).
- Projects shall have received all necessary written approval by appropriate campus officials prior to consideration and must comply with the PASSHE public funds policy.
- The Green Fund funding will not support projects already mandated by law or Slippery Rock University policy directive (e.g., basic standards for new building construction), since SRU is already obligated to allocate funds for such projects. The Green Fund will however, fund projects which go above and beyond minimum requirements and which are unable to gain funding from other sources.
- Recipients of funding shall periodically report on their progress to the GFAB.
- Projects are highly encouraged to benefit the students of SRU, whether financially, educationally, or through direct involvement.
- The budget and final approval of projects must be approved by the Slippery Rock University President.
- All proposals must provide an approved “Transmittal Form For Internal Proposals” from the Office of Grants, Research and Sponsored Programs before funding is released.

Section 2.4 – General Requirements for Research Grants

Faculty and students at Slippery Rock University are eligible to apply for monetary assistance from The Green Fund to conduct research projects with a positive impact on the natural environment. The amount of research grants available, as well as the monetary value of these research grants will be decided by the GFAB each semester based on the Green Fund budget. Researchers funded by these grants are required to present their findings to the immediate community, and submit a report to GFAB indicating the project outcomes.

Article 3 – Other Rules for Governing The Green Fund

Section 3.1 – Guidelines for Fund Allocation

- Any funds not distributed in a given year shall remain in The Green Fund account for future use.
- Funds allocated to a project that are not spent within the timeframe determined on the project's proposal shall be returned to The Green Fund for reallocation unless an exception is approved by the GFAB.
- The Green Fund shall continue to operate as long as sufficient money remains in The Green Fund account.

Article 4 – Accountability, Records, and Reports

Section 4.1 – The Green Fund's Accountability to the University

The Green Fund shall be accountable to the university and shall make an annual report accessible online. Notice will be provided through University Communication and Public Affairs.

Section 4.2 – Records and Reports

The GFAB must keep on record:

- Minutes of all GFAB meetings indicating the time, place, members present, and the proceedings thereof
- Adequate and correct books and records of transactions and accounts of its assets, receipts, and disbursements
- Record of projects selected each year and the funds allocated to each
- Reports made back to the GFAB on completed projects
- Copies of all annual reports

Article 5 – Amendment of Bylaws

A two-thirds (2/3) vote by existing GFAB may amend, create, or repeal portions of these Bylaws, unless doing so would materially and adversely affect the mission of The Green Fund. All Bylaw changes must be approved by the Slippery Rock University President.

Amended Bylaws: Approved by President/University Cabinet: 5.31.23