**Policies Update: (Yash, Thenu, Bhanu) – 1st March, 2023**

**Policies Review: (Yash, Thenu, Bhanu, Kripali, Navaneet, Satagopan) – 1st March, 2023**

**GSA By-Laws:**

🡪 4. The Appointments Committee shall:

4.1. Interview and consider applicants for various university committees and bodies excluding the Senate and Board of Governors unless a vacancy occurs.

**Change:**4.1. Interview and consider applicants for various university committees and bodies including the Senate and Board of Governors.

* 4. The Appointments Committee shall:

**New point to be added:**Appoint a director from the student body in the case when there is one director in the council from a certain faculty.

Policy-on-Departmental-Allocation

* Eligibility:
(New point to be added)
* The associations/clubs which represent a specific cultural group will not be eligible for funding. Because members of this association will already be accounted for by their corresponding faculty/departmental associations.

Sustainability Policy – 2021

Change the Front Page

Honorarium Policy:

4. A director who is absent from more than 1 Council without any valid reason, as determined by Council, will forfeit their right to the annual honorarium.

Change:
4. A director who is absent from more than 1 Council meeting without prior information of the valid reason to the Council chair and the President, as determined by the Council, will forfeit their right to the annual honorarium.

**Funding** Policy:

**2.5 Deadlines The deadlines are defined as follows:**

a. summer semester applications: June 30 year.

b. Fall semester applications: October 31 year.

c. Winter semester applications: March 31

d. Should the deadline fall on a weekend, or a university-recognized holiday, the deadline is extended to the next business day.

**2.6 Requirements**

b. Detailed budget for the project. Said budget must include all sources of projected revenues and a detailed account of expenses.

Change:
b. Detailed budget for the project. Said budget must include all sources of projected revenues (including funding received from other sources) and a detailed account of expenses (overall expenses incurred).

C. Failure to provide complete information may lead to rejection of the application.

**2.7 Analysis of Applications**

Points to be added
c. Analysis is dependent on the funding available for the term in the corresponding budget line category as decided by the budget and funding committee.

d. The amount that can be given will be decided by analyzing the application eligibility.
e. Distribution of funds is done by prorate, as explained below:

For instance, if the academic budget line for a particular term is 300 CAD, and there are two applicants where,
Applicant 1 - Expense of 1000 CAD (after deducting funding received from other sources).
Applicant 2 – Expense of 300 CAD (after deducting funding received from other sources).

Based on the GSA funding policy,
Maximum eligible amount for applicant 1 – 500CAD
Maximum eligible amount for an applicant 2 – 300 CAD
Total maximum eligible amount – 800 CAD.
Actual funding for Applicant 1 – 500\*(300/800) i.e., 37.5% of the Maximum eligible amount = 187.5 CAD
Actual funding for Applicant 1 – 300\*(300/800) i.e., 37.5% of the Maximum eligible amount = 112.5 CAD

(Maximum Eligible Amount x (Total Budget of the term/ Total Maximum eligible amount)

**3.1 Eligibility Requirements:**

c. If awarded a subsidy, the student must have spent and will receive, a minimum amount of $100.

Change:
c. For consideration for the funding, the student must have spent a minimum eligible (Post deduction of the funding from other sources) amount of $100

**4.** Skill Up Bursary**:**
***This Policy is being drafted by Patrice, Will forward once it is ready***

***Eligibility***: An active graduate student while applying for funding.

***Allocation of funds:*** $12,500 CAD allocated in the budget head as of now, (Mandate 22-23)

***logic***: 50% of the total amount or $75 CAD, whichever is smaller. This way we can ensure that atleast 166 students will get the funding (present year). The budget may be increased by the future mandate if they have the bandwidth and the initiative goes well.  *(passed)*

 *One student can get a maximum of total funding of $150 in 1 Calender year (June 1st to May 31st) (Passed)*

***Condition of acceptance:***

- The exam should be listed in GSA's certification aid list.
- Paid the exam fees, Passed the certification exam, and Received the certificate.
- In-progress or failed attempts won't be awarded,
- Sponsored/ discounted examinations/educational event/workshop, etc will not be eligible for this funding. (The price on the receipt should match the price on Examination website/Portal)
*-Failure to provide any of the above info will lead to rejection of application for further consideration.*

-All applicants will be verified for authenticity, if found otherwise or malpractice, the application will be rejected.

***Proofs required:***

Government ID proof (used for the certification exam),

proof of active Concordia student,

Fee payment receipt,

Certificate of passing,

***Allocation type***:
Semester basis, just like other funding allocations. The funds are to be divided properly into 3 parts, based on the dynamics of the applications in each semester.

***Other details:***
- At the time of applying for this funding, if the certification/workshop is not listed in the GSA list, the applicant should input all the necessary details in the corresponding area of the google form. Based on the applications for the new certifications/workshops, the Policy committee will review and suggest updating the GSA list, which is done from time to time.(Semester to Semester)
- The council will have the right to approve the addition or removal of any examination/certification to the GSA list.

For the present case- Mandate 22-23, any student who have been an active student since this fall, F22' Is eligible for the funding. In this way, the fall's funding will be allocated to the people who completed certifications in fall. Winter will be allocated. and funds for summer will be left and passed on to the next mandate for S23 funding.

Deadline for applying:
For fall application, the deadline will be 15th jan,
For winter it will be 30th May,
For Summer it will be 30th Sept.

The committee will have to process the payments latest by 28th Feb for Fall applications, 30th July for Winter - Considering the mandate transfer and settling procedures, and 31st of October for Summer funding.

The application will be sorted by Faculty and funding manager, then will go to VP Internal's approval and check, Following which it will pass to the Budget and Funding committee, and will be rolled out after the council’s voting.

Plus point:
Can also feature students on GSA's website for cracking any exam/certification, (if student is willing) (our task to write down the benefit of sharing it), it will be helpful in creating a go - to location for people who wish to connect to the people who have done certain certification. Also, it is our pleasure to motivate more students achieve more in their career.