

B-011
CREATING THE PILOT FINANCIAL RELIEF PROGRAM
FOR THE UNDERGRADUATE CRISIS RELIEF FUND

University of Pittsburgh
Student Government Board
18 February 2014

Introduced by Board Member Graeme Meyer and President Mike Nites

Whereas there is currently not a program available for all undergraduate non-College of General Studies (non-CGS) students at the University of Pittsburgh that provides financial grant relief to students in financial crisis do to force majeure housing disasters,

Whereas the University of Pittsburgh Student Government Board has worked diligently to raise funds for students for past disasters,

Whereas the University of Pittsburgh Student Government Board sees it as a more effective use of time and resources to directly support the students affected,

Whereas the University of Pittsburgh Student Government Board sees it as a responsibility of the student body to support their fellow classmates in times of need,

THEREFORE BE IT RESOLVED, on this 18th day of February in the year of 2014, the Student Government Board at the University of Pittsburgh creates a pilot program, which provides emergency relief funding to undergraduate non-CGS students who have lost their belongings due to a housing disaster during the academic year. This bill shall be filed under Title III in the SGB Governing Code called “Student Services Provided by SGB.” The following policies and procedures shall be adopted as written:

Chapter 2. Undergraduate Crisis Relief Fund (Pilot)

Section 2.01. About the Program

- A. The Student Government Board is piloting the Undergraduate Crisis Relief Fund to provide relief grants to support undergraduate non-CGS students who have lost their belongings due to a force majeure housing disaster during the academic year.
- B. The program offers grants of up to \$250 to help offset the costs incurred by students when replacing their belongings. Student Government Board has set aside \$2,000 in its own budget to pilot this program.
- C. Funds are awarded on a rolling basis until all the funds are distributed. The Student Government Board may budget modify its own funds from other programs to add additional funds to this fund if necessary.

Section 2.02. Eligibility

- A. The Committee will reach out to eligible student(s) to initiate the application process of

crisis relief disbursement when notified by the University.

- B. The student applying for relief (hereafter referred to as “applicant”) must be an undergraduate of the University of Pittsburgh, Pittsburgh campus not enrolled in the College of General Studies.
- C. The applicant must be able to demonstrate a loss of housing and/or belongings due to a crisis or disaster during while enrolled at the University of Pittsburgh, Pittsburgh Campus.

Section 2.03. The Crisis Relief Fund Committee

- A. The Crisis Relief Fund Committee (hereafter referred to as “Committee”) shall be comprised of five members: the Wellness Committee Chair, who shall serve as Chair of the Committee, the Student Government Board Business Manager, and three additional people chosen by the SGB President. In the event the Wellness Committee is not a committee of Student Government Board, the SGB President shall choose an additional person to Chair the Committee.
- B. The Committee shall meet within one week of receipt of a crisis application or within 24 hours of an emergency identification made by any member of the committee.
- C. The Committee shall have the authority to establish standing policies and procedures when necessary as long as they do not conflict with policies in this Chapter.

Section 2.04. Emergency Identification and Application

- A. Applicants shall fill out the application, PRIOR to purchasing replacement necessities for which they desire funding. The application shall ask for basic personal information, an itemized list of belongings to be replaced, verification of campus or city police involvement, and additional questions necessary to render a decision.
- B. The Committee shall meet to review each application, meet with the applicant, contact all other involved parties, and render a decision.
- C. The Committee will conditionally approve the grant by a simple majority if the applicant meets all eligibility requirements, the application is complete, and all policies and procedures described in this chapter are followed.
- D. Once available, the Committee may require additional supporting documentation after the fact. This may include:
 - a. Police/fire report
 - b. Signed Lease
 - c. Renters/owners insurance policy

Section 2.05. Disbursement

- A. Funds shall only be granted for replacement of living essentials and items required for academic success.
- B. Funds shall not be granted for personal electronic devices or items covered by existing insurance policies.
- C. Preference will be given to those who do not have existing insurance policies, though an existing insurance policy in no way automatically disqualifies and applicant.
- D. The applicant shall be notified within one day of the decision.

- E. The total amount disbursed and the number of students supported shall be public record, though each individual's name and amount received shall remain private to be disclosed at the discretion of the applicant and the chair of the Committee.
- F. The applicant shall submit a Travel and Business (T&B) expense form to the Student Organization Resource Center (SORC) office within 30 days of each approved purchase.
- G. Funds that remain unused after 30 days shall roll back into the Crisis Relief Fund to be distributed by the Committee.

Section 2.06. Summer Crises

- A. The Committee does not meet regularly in the summer months. Applications for summer crises should be submitted in the same manner as a normal application. The chair of the Committee will call a special meeting of the Committee for application review.
- B. All policies and regulations for academic year crisis relief apply. Additionally, the following criteria must be met for summer crisis relief funding:
- C. The applicant must be enrolled as a full time undergraduate student at the University of Pittsburgh, Pittsburgh Campus and a non-CGS student for the upcoming academic year.
- D. The applicant must be enrolled in at least one class or conducting research at the University of Pittsburgh, Pittsburgh Campus at the time of crisis.
- E. The applicant must be residing full-time in the residence of crisis at the time of the crisis.

The resolution shall be effective immediately upon adoption by the Student Government Board and subsequent approval by the Vice Provost and Dean of Students, Dr. Humphrey.