

CHAPTER 103 - THE SCHOLARLY TRAVEL AND RESEARCH (S.T.A.R.) GRANT ACT

Created by S.B. 2014-2015.8 "Scholarly Travel and Research Grant Act"

ARTICLE I. ADMINISTRATIVE

- §1 **AUTHORIZATION.** This chapter's regulations are authorized pursuant to Article III(10)(j) of the Student Government Constitution.
- §2 **PURPOSE.** This Act establishes the Scholarly Travel and Research Grant, the S.T.A.R. grant for short, is established to promote and enhance efforts to expand research and other scholastic opportunities for all students through funding for travel to conferences and exhibitions.
- §3 **EXECUTION.** The Director of Finance is responsible for the proper execution of this chapter.
- (a) The Finance Commission shall review and select which applications will receive funding. All awards will meet the criteria as established in this chapter.
 - (b) The President will approve or reject each application and return it to the commission for applicant notification.
- §4 **EXCLUSIVITY TO STUDENTS.** The funds granted to this program are to be provided to students exclusively and are never to be used on faculty or staff travel costs.

ARTICLE II. APPLICATION AND CRITERIA

- §1 **APPLICATION.** A standard set of questions will be a component of every grant application and is required to be completed by the applicant to be accepted. These questions shall include:
- (a) Student's identifying information including full legal name, phone number and Texas State email.
 - (b) A sponsoring or supervising faculty member's name and contact information.
 - (c) Sponsoring or supervising department information.
 - (d) A written statement of justification for the grant.
 - (e) The name of the scholastic activity.
- §2 **ADDITIONAL APPLICATION CRITERIA.** Each year the Finance Commission may establish other components of the S.T.A.R. Grant application specific to the type of

scholastic activity. The commission may require the applicant to complete these additional requirements in order for the application to be considered.

- (a) The Finance Commission shall never establish a rule or application criteria which violate the provisions of this with this chapter.
- (b) The Finance Commission shall never establish a rule or application criteria that is overly burdensome to the applicant.

§3 **APPLICATION DEADLINES.** The Finance Commission must establish fixed due dates at the beginning of each academic year. The Finance Commission may add additional deadlines to the fixed and pre-established deadlines should they deem it necessary.

§4 **APPLICATION CRITERIA.** The following criteria will be used by the Finance Commission to decide if it should grant an application request:

- (a) Funds will be used for travel and associated costs for a scholarly or creative activity both domestic and international.
- (b) Applications must be from a Texas State student.
- (c) Applications must have support from a faculty member or sponsoring college or department.
- (d) Applications must prove matching funds from sources other than the S.T.A.R. Grant.

ARTICLE III. LIMITATIONS

§1 **FUNDING LIMIT.** Each application may be awarded up to \$750.

§2 **FUNDING PAYOUT.** Awarded funds shall be granted to the sponsoring or other department, not to the individual student. This may be waived, under extreme circumstances, with the approval of the President.

ARTICLE IV. REPORTING

§1 **APPLICANT REPORT.** Each applicant shall submit an after action report to the Finance Commission briefly detailing the scholastic event including important contributions the student made to the event or the impact the event had on the student.

- (a) The Finance Commission will establish the specific reporting parameters each year.
- (b) The Finance Commission shall establish the reporting deadlines each academics year.

- (c) Failure by an applicant to complete the report may result in disqualification from being granted additional funds.

§2 **COMMISSION REPORT.** The Director of Finance shall collect and compile information related to the number of awards issued, amount of funding issues, number of individual students awarded funds, compilation of the applicant reports along with information on the number of applications rejected. The Director of Finance will distinguish between those applications rejected due to not meeting the commission standards or other criteria and those applications rejected due to insufficient funding.

- (a) The Director of Finance will work with the President to complete a Student Service Fee funding request each year to maintain the funding for the S.T.A.R. Grant.
- (b) The Director of Finance will report to the Senate during each budget authorization cycle the status of the S.T.A.R. grant in order to provide the information outlined in this section.

ARTICLE V. SUNSET PROVISION

§1 **INSUFFICIENT FUNDING.** If the funds for the S.T.A.R. grant are unavailable during any given academic year, or if the Senate does not appropriate the needed funds, this chapter shall be suspended until such time as those funds become available or are appropriated again.