



University of California, Los Angeles
Undergraduate Students Association

STUDENT GOVERNMENT ACCOUNTING SERVICES

Policy for student groups to select, validate and monitor grants to outside entities

- Grantee Selection
 - Selection Criterion and Records Thereof
 - Any USAC-funded grants, or grants from student groups who's funds are managed by USA/GSA Student Government Accounting, must have a defined set of selection criterion.
 - A copy of this selection criterion must be forwarded to Student Government Accounting(SGA) with the request for disbursement of funds.
 - Validation of Eligibility of Grantee
 - Is the Grantee a charity or not-for-profit organization?
 - If so forward this information to SGA.
 - If not, consult with your CSP Advisor as to eligibility of the group for grant of funds from your group.
 - Does the Grantee produce annual financial reports?
 - If so forward to SGA this information or a link to it.
 - If not, what other public information does the group seeking a grant of funds have to validate it's use of such funds?
 - Monitoring grants given to third-party groups or charities
 - Has or will the Grantee file a report with the Grantor describing the activities or outcomes derived from the funds granted?
 - If so forward a copy of the report to SGA.
 - If not, see next question.
 - Does the Grantee produce a report on it's activities that is available publicly?
 - If so forward to SGA this information or a link to it.
 - If the answer was no to the previous two questions, what other method of tracking does your group propose to monitor use of the funds granted?