At the beginning of each semester, the Student Government Association (SGA) is charged with the task to distribute funds to all organizations on our campus to serve the Albright students. During this process known as Allocations, the SGA takes the following items into consideration in reviewing each request from organizations:

- Is the event open to all of campus?
- Is the organization actively participating on campus? (Hosting meetings, fundraising, generating awareness for club etc.)
- How many students does the event/activity affect?
- What population does the event/activity reach? (Diversity)
- What resources does the organization have access to?  
  o Departments, nature of organization, collaborating with other organizations etc.
- Past financial responsibilities  
  o Has the organization withdrawn it’s SGA account? Has the account been frozen recently?
- Has the organization:  
  o Attended every Town Hall Meeting  
  o Submit registrations/roster on time
- What’s the organization’s membership?
- Has allocation request been properly filled out?  
  o Documentation included  
  o Submitted in timely fashion  
  o Request clearly thought out
- Ask liaison if there are components that need to be clarified

Organizations are reviewed in the following order:
**Priority One:** Those organizations who generally reach the largest amount of students. These organizations include Albright College Activities Council, *The Albrightian*, The Cue, and WXAC.

**Priority Two:** All organizations who are officially recognized by the SGA, who have submitted their allocations request on time and properly, and who have been financially responsible* during the previous semester.

**Priority Three:** Organizations who are officially recognized by SGA and who have submitted their allocation request on time and properly. These organizations however, have not been financially responsible* during the previous semester.

*Financial responsibility includes not withdrawing SGA/Self-Generated accounts. Has account been frozen multiple times?