



### **Administrative Procedure**

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| Procedure Name   | <b>Financial Awards for Student Programs</b>                          |
| Procedure Number | <b>409.03</b>   |
| Date Adopted     | 2/5/1987  |
| Date(s) Revised  | 2/1993, 3/2001, 4/16/2004, 1/29/2007, 8/14/2012, 2/18/2020, 6/24/2025 |

Financial Award expenditures will be made from the Service & Activities Fund and will follow the guidelines of RCW 28B.15.041 (service and activities fees), RCW 28B.15.045 (guidelines for funding service and activity fee supported programs), RCW 28B.10.703 and RCW 28B.10.704 (participation in athletics or activities related to performing arts).

#### **STUDENT PROGRAMS FINANCIAL AWARDS**

Financial awards may be granted to students from the Service & Activities (S&A) Fund, in recognition of value received through active participation in designated student organizations, programs, or activities. These awards must align with applicable laws and institutional guidelines, and shall be processed in a manner consistent with Grays Harbor College Human Resources policies, as well as state and federal law.

Expenditures of these funds must comply with the following Washington State statutes:

- RCW 28B.15.041 – Governs the collection and use of service and activities fees.
- RCW 28B.15.045 – Establishes guidelines for the funding of programs and services supported by S&A fees, including the approval and allocation process.
- RCW 28B.10.703 and RCW 28B.10.704 – Permit student financial awards for participation in intercollegiate athletics or in activities related to performing arts, provided that value is received by the institution.

All proposed student financial awards must be reviewed and approved by the relevant Vice President and/or the Director of Student Life before issuance.

The Director of Student Life is responsible for ensuring that all awards are administered and processed through official college systems, including payroll or accounts payable, where appropriate.

Additional details and procedures related to these financial awards are outlined in the Associated Students of Grays Harbor College (ASGHC) Service & Activities and Student Technology Fee Financial Code.