



OVERVIEW AND GUIDELINES

LAFAC Coordinator

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WEB: <http://www.law.miami.edu/iml/rules-policies/student-leader-information-center>

STATEMENT OF PURPOSE

The Law Activity Fee Allocation Committee (LAFAC) was established by the Board of Trustees to broaden the base of decision making, preclude the risk of arbitrary judgments and help ensure that the unallocated portion of the University of Miami School of Law Activity Fee will be distributed in the best interests of the law school and its students in accordance with the University of Miami policies and procedures.

LAFAC is comprised of seven law student representatives and three alternates and has two advisors. Five of the representatives and the three alternates are randomly selected from the 2L and 3L classes. The SBA President designates a member of the SBA Executive Board as one representative, and the SBA Treasurer serves as one representative. Mr. Gilbert Arias serves as an advisor appointed by the Vice President for Student Affairs, and Janet Stearns, Dean of Students, serves as an advisor as appointed by the Dean of the Law School.

AMOUNT OF FUNDING

Each full-time law student pays a student activity fee to the University. Of that fee, \$21.89 is allocated to LAFAC for distribution to eligible groups and individuals.

MEETINGS:

The meeting dates are available on the website. Typically, LAFAC meets every two weeks during the fall and spring semester, so long as funds still remain for allocation. Applicants should be present at the meeting at which their proposal will be heard to respond to questions.

FUNDING APPLICATIONS:

Application form [click here](#). If you have additional questions, please contact Gloria Garcia.

When requesting parties make requests for funding in excess of five hundred dollars, they shall provide two (2) written estimates before LAFAC may consider the request (for hotel and airfare, for example).

RETROACTIVE APPLICATIONS WILL NOT BE CONSIDERED. The application for funding must be submitted to the LAFAC ten (10) days before the scheduled event/conference takes place and at least one week prior to the regularly scheduled LAFAC meeting. Parties requesting funds must submit LAFAC at least two (2) written estimates (web searches are acceptable) if you are requesting funds in excess of five hundred dollars (\$500) before this request will be considered. In such instances where an event/conference takes place when the LAFAC is not in session, then the application may be considered at the earliest reconvening of the LAFAC, provided the application is submitted online (10) days prior to the event/conference.

EXAMPLES OF ITEMS THAT LAFAC DOES FUND:

LAFAC may fund the purchase of banners, but this allocation may not exceed \$200.

LAFAC will allocate \$250 of start-up funds to any new student organization. Funds may be used for any purpose relating to recruiting new members, but it may not be used for the purchase of alcohol.

LAFAC funds room reservations, AV costs, publicity costs, and related expenses for law school events and activities.

LAFAC funds speaker honoraria, so long as it is pre-approved by the Dean of Students.

LAFAC will only fund up to four speakers/guests participating in any event/symposium on the UM Campus for air travel, hotel and related expenses. This would include speakers coming to campus for a symposium or other conference.

LAFAC will only fund up to two students, for the purpose of attending any event or conference that includes participation in an academic competition as defined in below.

The term “academic competition” is defined as any of the following:

1. A moot court competition;
2. A mock-trial or trial advocacy competition;
3. A mediation, arbitration, or alternative dispute resolution competition;
4. A legal writing competition;

The Law Activity Fee Allocation Committee may, by a two-thirds vote, agree to fund travel for up to two students for travel to any activity or event (other than academic competitions), so long as it furthers the purpose and goals of LAFAC.

LAFAC must vote on a case-by-case basis whether to allocate funding for food (i.e., per diem) to students who are traveling to conventions or events.

EXAMPLES OF ITEMS THAT LAFAC DOES NOT FUND:

LAFAC will not allocate funds for the purchase of alcoholic beverages. LAFAC also will not fund any supervision (or bartenders) relating to the consumption/distribution of alcoholic beverages.

LAFAC will not fund individual student organization’s banquets for any reason. LAFAC may subsidize law students’ tickets for the Barrister’s Ball.

LAFAC will not fund or subsidize T-shirts for any event or student organization.

LAFAC will not fund job/career fairs or study programs, with or without credits earned.

GENERAL RULES:

All allocations made by LAFAC must be recognized by the receiving party so that law students will know where their activity fees were used. This includes posters and acknowledgement in conference programs. It is suggested that all recipients of LAFAC funds write a summary for the UM Website about the event or travel and credit LAFAC for its funding.

All LAFAC funded events, for which a fee is charged, must charge the same price to all law students regardless of membership status in an organization or club.

FOR MORE INFORMATION:

Please read the LAFAC Constitution and Standing Rules, available on the website.