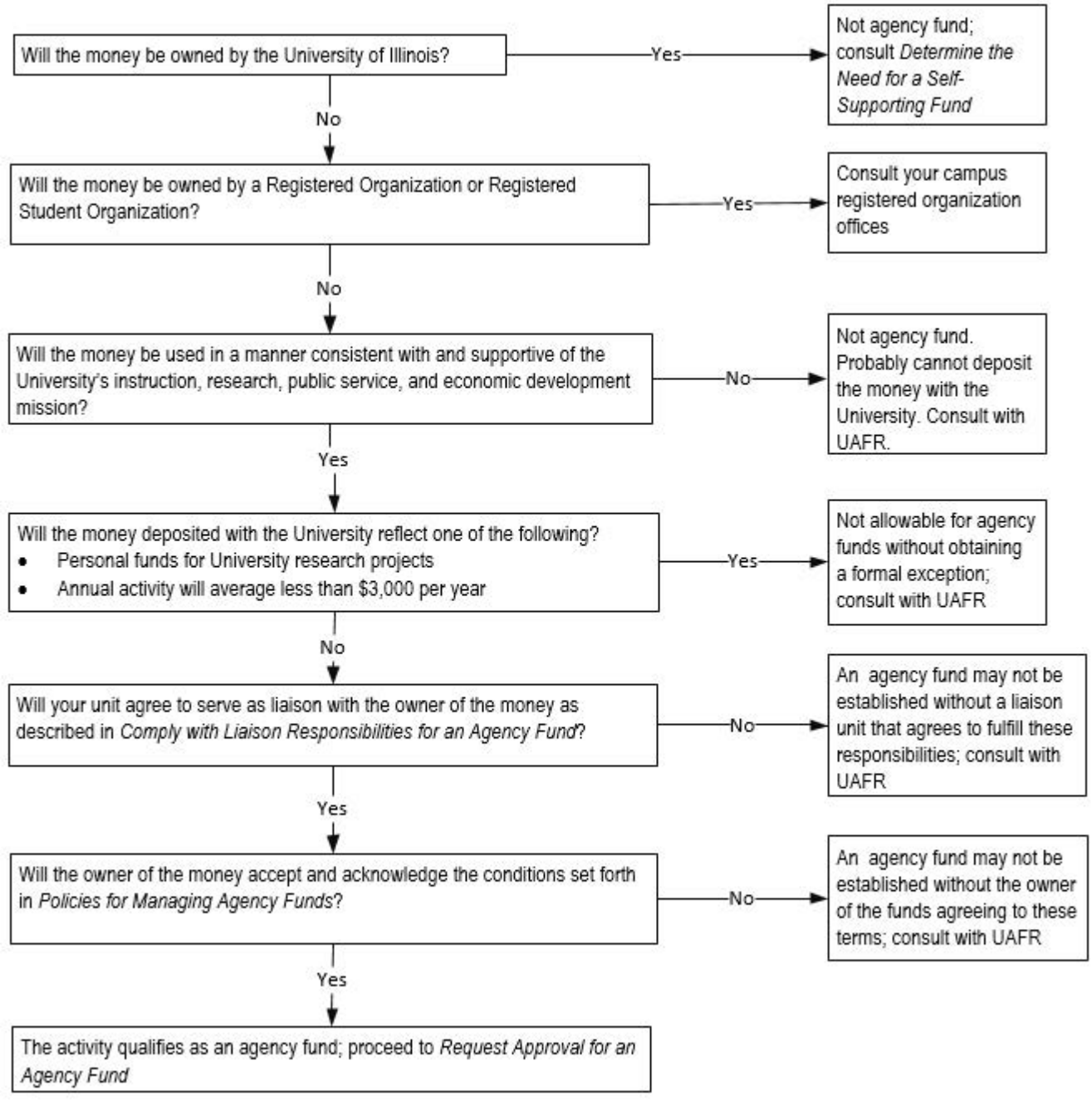
Will the money be owned by the University of Illinois?
Yes
Not agency fund; consult *Determine the Need for a Self-Supporting Fund*
No
Will the money be owned by a Registered Organization or Registered Student Organization?
Yes
Consult your campus registered organization offices
No
Will the money be used in a manner consistent with and supportive of the University's instruction, research, public service, and economic development mission?
No
Not agency fund. Probably cannot deposit the money with the University. Consult with UAFR.
Yes
Will the money deposited with the University reflect one of the following?
• Personal funds for University research projects
• Annual activity will average less than $3,000 per year
Yes
Not allowable for agency funds without obtaining a formal exception; consult with UAFR
No
Will your unit agree to serve as liaison with the owner of the money as described in *Comply with Liaison Responsibilities for an Agency Fund*?
No
An agency fund may not be established without a liaison unit that agrees to fulfill these responsibilities; consult with UAFR
Yes
Will the owner of the money accept and acknowledge the conditions set forth in *Policies for Managing Agency Funds*?
No
An agency fund may not be established without the owner of the funds agreeing to these terms; consult with UAFR
Yes
The activity qualifies as an agency fund; proceed to *Request Approval for an Agency Fund*