

**GUIDELINES OF THE SOCIAL SERVICE DIVISION**  
**CLUB COORDINATION COUNCIL**  
**UNIVERSITY OF NOTRE DAME STUDENT UNION**

**I. Definition of Terms.**

- a. CCC refers to the Club Coordination Council.
- b. CCC funds refer to any funds received from the CCC. This includes, but is not limited to, Spring Allocations and Winter Reallocations, CCC Contingency and Collaboration Appeals, and Loans granted by the CCC.

**II. Tier System.**

- a. For the Social Service Division, items will be tiered according to the following:
  - i. Tier 1: Transportation, conference fee, supplies, airfare
  - ii. Tier 2: Copy expenses, capital expenses
  - iii. Tier 3: Advertising, facility rental
  - iv. Tier 4: Food for event for food, entertainment, retreat fees
  - v. Tier 5: Honorarium
  - vi. Tier 6: Food, coaching fees

**III. Dues.**

- a. Clubs that are part of this division are NOT required to collect dues in accordance with the General Guidelines of the CCC.
- b. Social Service club members are considered to be 'paying dues' through their commitment and effort to help communities.

**V. CCC Discretion.**

- a. All guidelines are subject to change at the sole and absolute discretion of the CCC. This may occur without prior notification.
- b. The CCC may consider individual club circumstances in applying these guidelines and choose to waive or otherwise deviate from the written terms described in this document in response to exceptional circumstances experienced by a particular club or a particular set of clubs.
- c. These Divisional Guidelines shall be read and interpreted in the context of the general CCC Guidelines.