

## Farmingdale State College Food and Beverage Allow-ability Chart

All expenses must be reasonable, necessary, documented,  
and further the mission of the college. Please follow the  
MealPolicy on the Purchasing & Acct. Payable webpage.

	Funding Source State Appropriated (SP,DIFR, IFR, SUTRA)
Campus Receptions/Events/Activities clearly associated with FSC's mission.	Yes
Food Stock for Educational Purposes.	Yes
Enrollment Activities/Meetings with potential students, or non-campus personnel.	Yes
On Campus Workshops/Seminars that meet a clear business purpose which is open to the campus community or includes instruction to/from a campus area which includes off campus personnel. (ratio of non-employee to employee will be reviewed)	Yes
Second Level candidate interviews held within a formal candidate itinerary which include faculty/staff involved in the decision making process. Should not exceed 3 people (1 candidate & 2 employees. Hosted at the dining hall -Aramark Pay one Price or the retail side - when Pay one Price is not in service)	Yes
Alcoholic Beverages	No
<b>Miscellaneous</b>	
Refreshments including bottled water and/or coffee for department use.	No
Recurring celebrations such secretaries day, Christmas, Easter.	No
Non-recurring occasions such as employee retirement or achievement (not including special recognitions such as Nobel laureate).	No
Faculty/Staff Receptions: non-business social activities.	No
Faculty/Staff meetings, recognition events or on campus retreats.	No
Food and Beverage for faculty/staff when engaged in normal business.	No