

Your Societies Grant Fund – everything you need to know....

Your society might need money and resources to support development and activities so Your SU have set up a grant fund that societies can apply to for supporting core activities and society development.

Before you apply here is everything you need to know about the Grant Fund:

- How the grant fund works and how to apply.
- Who can apply?
- What can be funded?
- What can't be funded?
- General guidance.
- Funding conditions.

How it works and how to apply

There are three grant types:

	Grant Type	Amount	Eligibility / Decision	How to Apply:
1.	Development Grant Available between October 7 – Feb 29	Up to £50 to support activity that will promote the society and increase membership.	Any fully registered society ¹ can apply to the Development Grant. The funding decision will be made by the President of Activities and the Activities and Opportunities Team.	Development Grant Application Form to be submitted by the Treasurer.
2.	Small Grant Available between October 7 – May 31	£50 - £300	Any fully registered society with 10 paid members can apply for a Small Grant. The funding decision will be made by the 3 Your SU Presidents.	Grant application form to be submitted by the Treasurer.
3.	Large Grant Available during specified times: Round 1: 7 – 20 Oct (Union Council is 31 Oct) Round 2: 1 – 17 Nov (Union Council is 28 Nov) Further rounds will follow.	£301+ (Your SU will work with each society to determine the maximum amount they can apply for)	Any fully registered society with 10 paid members can apply for a Large Grant. The funding decision will be made by the at the Next scheduled Your SU Union Council ² meeting.	Grant application form to be submitted by the Treasurer. A representative from the society will be asked to present the grant at the next scheduled Union Council Meeting.

¹ Fully registered means that both the President and the Treasurer are paid members of the society and have signed the Code of Conduct.

² Union Council is the place where decisions get made. Come along to hear what your Presidents have been up to and find out what's next for Your SU.

All submitted applications will be reviewed by the Activities and Opportunities Team to ensure they meet the funding criteria:

They do! These applications will be passed over to the relevant Funding Panel for a decision.

They don't These applications will be returned to the society with information about why they could not proceed.

What can be funded?

- Core activity of the society,
- Support for events and regular social activities,
- Support for trips, travel and residential activities,
- Equipment purchases (equipment remains the property of the society),
- Publicity costs,
- Food.

What can't be funded?

- Individually owned items (i.e. clothing) will not be fully funded however a contribution or matched funding may be agreed,
- Prizes – unless they remain with the society for future use,
- Alcohol,
- Retrospective items (we can't pay for things you've already done),
- Donations, in any forms, to other charities,
- Anything that conflicts with the Your Sunderland Students' Union policies, procedures and Constitution.

Guidance

These are the things you need to think about when applying because this is what the Funding Panels think about when making decisions about what to fund:

- Applications should benefit the widest possible number of members,
- Application should reflect value for money,
- Societies should not rely on grant funding alone but should consider how to generate income,
- Applications may be part funded and may be agreed as a matched funding arrangement where the society must fundraise a stated amount,
- Your Societies may apply for funding more than once per year however it is likely that they will be required to spend previous grant funding before another application is agreed,

- Funded activities will require appropriate risk assessments to keep participants safe –where a society is purchasing a service or activity from an external organisation checks will be made relating to their public liability insurance and internal risk management procedures.

Funding Conditions

Your application was successful – what now?

- Grant funding should be spent as stated in the funding agreement that you will receive from the Activities and Opportunities Team,
- Grant funding should only be spent on the items/activities stated in the funding agreement – if any society wish to change an agreed spend they should first contact yoursocieties@sunderland.ac.uk,
- If a society spends less than agreed and has remaining unallocated funding they should contact Your Societies to discuss this before spending it,
- Societies that are allocated grant funding should agree to participate in reasonable monitoring and evaluation activities as requested by the Activities and Opportunities Team.

If you have any questions or comments please contact the Activities and Opportunities Team at yoursocieties@sunderland.ac.uk and look out for the dates of the Your Societies drop in sessions.