

Societies Development Fund Request Form

The Students' Union has a small pot of money available for societies to apply for. This fund is designed to provide small grants that will help to increase the sustainability of the society and allow it to grow.

Collaboration: This funding is for events or initiatives that bring societies together. We are looking for a combination of ideas and activities from two or more societies that is innovative, mutually beneficial to all societies involved and represents all the involved societies equally.

Inclusivity: This funding seeks to help our society welcome students to your activities who may face certain barriers to participation. Improve access to your society with certain equipment, training or other initiative's.

Development: Take your society to be next level, this fund is for purchases that will benefit the society in the long term. E.g. a piece of equipment, subscription to a national organisation or something else that is going to improve your society.

Important Guidelines and tips for a successful application

1. **Be realistic:** The Students' Union only has a small pot of money available for societies to apply for and almost 40 societies remember we must ensure all societies have fair access to the money available, you need to seriously consider whether you're asking for a reasonable amount. If your society can't survive without this funding you might need to consider other funding sources or reviewing your activities.
2. **Be clear:** We'll want to know exactly what the funding will be used for, including a detailed run down of how it will benefit your society.
3. **Check our limits:** As a Students' Union, there are some items that we simply can't fund, check the list below for a full run-down of things that might lead to an unsuccessful application.
4. All funds granted must be spent within 2 calendar months of grant approval or the money will be reinvested in to the grant to be relocated to another society.

We will not accept funding bids for the following:

- Costs for your day-to-day or regular society activities
- Events or trips that are purely for a social purpose
- Costs of food or drink
- Requests made retrospectively to cover costs of your proposed purchase
- Anything contravening Worcester SU policy, or that could be reasonably be constructed as such

- Donations to any other charitable organisation

The Application Process

1. Visit <https://worcsu.wufoo.com/forms/g7d3qhu1x9pnc4/> and submit your application form.
2. Be sure to include any links or information on what you are purchasing
3. All funding applications will go through a judging process comprised of the Student Engagement Team and the VP Student Activities Officer.

Deadlines

- Applications will open after Training Conference
- You will have until the 15th October to submit an application
- After the judges have met and assessed your application you will be notified on the amount awarded.
- There will be a second opportunity to submit an application during February but this is based purely on the allocation of money in the October distribution.