

# Society 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.

## What can the funding be used for?

**Collaboration:** Support for joint events or initiatives between two or more societies that are innovative, mutually beneficial, and equally representative.

**Inclusivity:** Funding to reduce barriers to participation - e.g. equipment, training, or initiatives that improve access.

**Development:** Long-term investments such as equipment or subscriptions that enhance your society. Competition/Conference entry fees may be covered if representing the Union nationally (transport and accommodation must be self-funded).

## Application Tips

1. **Be realistic:** Funds are limited and shared across 35+ Societies. Consider if your request is reasonable.
2. **Be clear:** Show how your request supports long-term society development.
3. **Check restrictions:** Some items cannot be funded. See the list below.
4. **Spend promptly:** Approved funds must be used within 2 months, or they'll be reallocated.

## We will not accept funding bids for the following:

- Costs for your day-to-day or regular club activities
- Events or trips that are purely for a social purpose
- Costs of food or drink
- Requests made retrospectively to cover costs of a previously made purchase
- Anything contravening other Worcester SU policies, our constitution or bye-laws, or that could be reasonably be construed as such
- Donations to any other charitable organisation

Funding for events and trips are highly unlikely to be granted and should be self-funded where possible, however entry fees may be covered (funds dependent) if the Society wishes to represent the Union.

## The Application Process

1. Submit your application via this form <https://forms.office.com/e/yHJUBhtNFA>
2. Be sure to include any **links or information** on what you wish to purchase
3. Attend a pitch session on **Thursday 29<sup>th</sup> or Friday 30<sup>th</sup> October\*** with the panel (Vice President Student Activities, Student Activities Manager, Student Engagement Administrator, Director of Finance & Commercial). You'll receive a booking link to choose your time slot. This will give the opportunity for the panel to hear about your request and ask questions.
4. After all pitches, you'll be notified of the outcome and next steps.

**Applications Open: Monday 12<sup>th</sup> October, 9am**

**Applications Close: Sunday 25<sup>th</sup> October, 10pm**

**Meetings with the panel: Thursday 29<sup>th</sup> or Friday 30<sup>th</sup> October\***

*\*subject to change*