**AUSA Student Fund**

***Helping you live student life to the full***

Funding Application Criteria & Guidelines

**Closing Date: 9.00am on Monday 23rd January 2023**

*The University of Aberdeen Development Trust receives tremendous support from our worldwide family of alumni, friends and benefactors.*

With these donations, the Development Trust Student Experience Fund aims to provide the resources to fund modest and achievable projects which will enhance the student experience for current and future generations of students at the University of Aberdeen. *This fund aims to support initiatives that help students live student life to the full. Extra-curricular activities and student support initiatives are an important part of your university experience. We can help you broaden your horizons by supporting activities, trips and services both on and off campus.*

**Criteria for funding applications**

**Applications may be made by:**

* Affiliated AUSA Societies including those in their trial period
* Affiliated AUSA Sports Clubs and Probationary Teams

**Applications may be submitted for:**

* Modest and achievable projects, initiatives, trips or services
* Projects that require immediate funding – retrospective funding will not be considered
* Projects that will utilise the funding in full within the academic year 2022-23
* Projects that will benefit the wider student community e.g. groups of students as opposed to only individuals
* Projects or services which widen access, enhance the student experience focussing on extra-curricular activities or look after the welfare of students

**Applications may not be submitted for:**

* Individual applications for staffing costs, tuition fees or hardship are not eligible for support from the AUSA Student Experience Fund.

**Applications should demonstrate and will be judged on their:**

* Financial need
* The ability to impact on the wider student community
* Initiative in fundraising from other avenues where possible
* The impact and difference that receiving the requested funding will make

**If successful, accepted funding:**

* Will be for one academic year only and is not a guarantee or indication of future funding
* Must be spent by the end May 2023
* Will be for a maximum of £1,000 to support modest and achievable projects unless there are exceptional circumstances which will be judged by the disbursement panel
* May only be used for the purposes of which it was intended.

**Other information to be aware of:**

* You may be granted a portion of the amount applied for if there are insufficient funds for disbursement or if only certain aspects of the application meet the criteria.
* You will be required to submit a report at the end of the academic year detailing where the money has been spent, the impact of the donation and the success of the project, initiative or service.
* You may be required to attend donor events where appropriate and convenient.
* Funding recipients are to make sure that Development Trust branding is used to highlight the University of Aberdeen and the Development Trust whenever possible. This student endorsement is invaluable for awareness raising of the AUSA Student Fund which will help us fund more projects in the future. Please contact Lorna Christie, Development Trust Marketing Officer (email: lorna.christie@abdn.ac.uk) for Development Trust branding information (logo etc.).
* You will be asked to return the funds should you not use them by the end of May 2023 to either be returned to the Development Trust or AUSA.

**Completing your application**

**Applications forms must be:**

* Submitted using the standard disbursement application form available on the AUSA website.
* Submitted via the appropriate Google Form. Submissions via email or paper copies will not be considered.
* Kept within the word limits.
* Submitted by the deadline - applications received after this date and time will not be considered. No later amendments can be made.
* For no more than £1,000 unless there are exceptional circumstances.

**What happens next?**

**Application follow-up:**

* The Disbursement Panel will meet at its earliest convenience to review the applications and make their decisions and recommendations.
* Applicants will be notified of the outcome of their applications as soon as the Disbursement Panel have made their decisions.
* Funds will be transferred as soon as they are available to AUSA