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**AUSA Student Experience Fund**

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

Funding Application Criteria & Guidelines

**Closing Date: 9.00am on Monday 16th December 2019**

*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
* 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 2019-20.
* 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 End May 2020.
* 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.

**Completing your application**

**Applications forms must:**

* Be submitted using the standard disbursement application form available from China Harvey – Activities Administrator.
* Be typed and spell checked and emailed to societies@abdn.ac.uk with the subject line - AUSA Student Experience Fund’. This applies to both societies and sports clubs.
* Not exceed the word limit.
* Be sent from the email of an appropriate person.
* Be submitted by the deadline - applications received after this date and time will not be considered. No later amendments can be made.
* Not exceed £1,000 unless there are exceptional circumstances.

**What happens next?**

**Application follow-up:**

* Applications should be submitted by no later than 9am on Monday 16th December 2019
* 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

***Please note that unsuccessful applicants will not be given feedback on their application as standard practice, however, individual feedback will be available on request.***