CLUBS AND SOCIETIES GRANT PROPOSAL

You are invited to apply for a Student Guild 'Start Up' or 'Event' grant.

Grants may be approved for up to $1000.00.

Start-Up Grants are designed to help your new club get off the ground and can be applied for in the clubs first year.

Event Grants are designed to help fund a special event or initiative.

The Student Guild Committee of Management will consider each application and advise of the outcome within twenty eight (28) days.

Grants will be considered on a rolling basis, so apply at any time.

Submission Requirements

- Your club must be affiliated with the University of the Sunshine Coast Student Guild;
- Your events and / or activities must have an approved Risk Assessment completed through the proper channels;
- Both on-campus and on-campus club activities are eligible for Student Guild grants;
- Successful Event Grant applications must be acquitted with seven (7) days of the event, with all receipts provided to the Student Guild;
- Successful Start Up Grants must be acquitted with 180 days with all receipts provided to the Student Guild;
- Applicants should demonstrate how the activity will benefit and support the club's members as well as the wider University community; and
- Applicants should immediately disclose any affiliation, relationship or collaboration with any other student club, faculty, political party, external organisation or group.

Items that will not be approved

- Any activity by a Club which is intended to promote, or is in itself, an illegal or criminal activity;
- Activities that do not further the objectives of the Club as outlined in their Constitution;
- Items of a discriminatory nature, eg. Any items regarded by the University of the Sunshine Coast Student Guild to be sexist and/or racist;
- Items that breach the club's constitution or the USC Code or Conduct or Student Charter;
- Funding of alcohol;
- Any activity or event that is deemed unsafe or a risk, or encourages unsafe or risk-taking behaviour by its participants.

Questions?

If you have any questions regarding this information, or need assistance filling out the Grant Proposal form, please do not hesitate to contact the Activities Officer at ClubsStudentGuild@usc.edu.au

Club Information

Please provide the current details for your club and representative.

Name of Club	
Club Member Responsible for Funding and Reporting	
Name	
Position	
Contact phone number	
Email	

Proposed Activities / Event

Please provide details about your club and proposed key deliverables for this event / activity.

Application Details		
Type of Grant	Start Up Grant	Event Grant
Proposed Event Date		
Intended Audience	Club Members	USC Students
	Potential Members	Wider Community
Number of attendees		
Description of Event		

Proposed Budget

Please provide details about the specifics of your proposed expenditure

ITEM	DETAILS	AMOUNT
	TOTAL	

I confirm that

All details listed in this Grant Form are true and correct at the time of submission;

I agree to provide any further information as requested by the USC Student Guild to assist in determining the suitability and safety of proposed club activities;

I understand that the completion of this form does not guarantee funding or activity approval;

I accept that upon endorsement of this Grant Proposal, a Risk Assessment for each event will be submitted to the Student Guild no later than four (4) weeks before an event is scheduled;

I understand that the endorsement of this Grant Proposal by the Student Guild does not guarantee approval for the activities listed within it, and that final approval can only be granted after the submission of a Risk Assessment;

Confirmation	
Name	
Position	
Signature	
Date	