

Cooperation SOFv and Student Life

Article 1. Agreements

In consultation with “Het Samenwerkingsoverleg Faculteitsverenigingen (SOFv), Student Life has decided (dated June 2018):

- SOFv receives a subsidy from Student Life with the aim to support the granting of subsidies for study associations by means of the subsidization of voluntary group study trips.
- The granting of these subsidies to study associations is done in accordance with the subsidy policy drawn up by SOFv and approved by Student Life and set out in the subsidy regulations.
- The subsidy policy of SOFv is established yearly by Student Life when discussing the annual report.
- The subsidy to SOFv is granted as a 'fixed amount' that will be paid half-yearly, after discussion of the figures with Student Life.
- Financial control is maintained through regular consultation between Student Life and SOFv.
- The board of SOFv is responsible for the implementation of the subsidy policy and the related issues.

Article 2: Relationship student Life, SOFv

- The head of the Student Life department authorizes the board of SOFv to make decisions on applications based on these regulations.
- SOFv will discuss the subsidy budget together with an employee of Student Life within two months after the start of the financial year. The subsidy budget is determined based on this.
- Up until two months after the start of the financial year, the regulations will be evaluated and/or adjusted. The new regulations will then be established again in collaboration with Student Life.
- SOFv gives financial accountability every six months through a meeting with Student Life.
- At the latest 2 months after completion of the financial year, the financial reporting is discussed and the final grant is determined.

Grant regulations for voluntary group study trips

The content of these regulations is subject to change and can still be adjusted. The regulations become final after approval from Student Life, part of Radboud University.

Regulations subsidies voluntary group study trips for study associations

Determined in collaboration with Student Life/Student Affairs

Article 1 *Objective and resources*

The university encourages the organization of - and participation in - group study trips. Organizations that gain international experience in a sustainable way are extra stimulated. These group study trips are organized by a study association. Study associations can apply for a subsidy for participation costs in a voluntary group study trip. SOFv (umbrella organization of study associations) handles these grant applications.

1.1 The purpose of SOFv is to promote the joint interests of members, coordinate activities to be organized by its members, exchange of knowledge and experience, and to promote the integration of members.

1.2 SOFv aims to achieve its objective through:

- Establishing a daily board.
- Where necessary, setting up task-oriented committees.
- Searching for board members from as many different disciplines as possible within Radboud University Nijmegen.
- Organizing activities in which member associations can participate.

1.3 SOFv supports activities and organizations that fit the objective. The support is of a supplementary nature: this means that the SOFv provides financial and material support if other options prove to be insufficient.

1.4 The financial support referred to in paragraph 3 of this article can be provided in the form of a subsidy.

Article 2 *Grant criteria for participants in the group study trip*

General criteria for eligibility for subsidy:

- The student is enrolled at Radboud University;
- Every student can apply for a grant once during their studies for participating in a group study trip;
- Students who organize the group study trip and students who are members of the board of the study association are eligible for an extra group travel subsidy.

Article 3 *Group study trip subsidy criteria*

- The trip is organized for students of Radboud University;
- The trip is organized by a study association;
- There is a contact person from the study program/faculty who guarantees the scientific nature of the trip (this contact person or other academic staff preferably participates in the group study trip).

Article 4 Amount of subsidy grant

Amounts per eligible participating student:

- If travelled with airplane € 50,-
- If travelled with sustainable transportation (train/bus) (a maximum of) € 150,-

Article 5 Application procedure

The application must be submitted at least 4 weeks before the trip using the application form. The following appendices must be submitted by mail:

- A specified budget;
- Participant list with student numbers;
- Proof of mean of transportation used to reach the destination;
- An overview indicating for each student which participants are entitled to a subsidy.

Article 6 Settlement

Settlement must take place within two months of the end of the trip. We need the following documents for the final allocation:

- a budget realization;
- a proof of payment showing the final number of participants;
- the definitive list of participants.

Article 7 Decision making

The decision is made on the basis of the guidelines as drawn up by the SOFv and Student Life. Any deviation from the guidelines or rejection will be justified in the reporting.

Article 8 Objection

If the applicant does not agree with the decision, a written objection can be submitted to the Student Life department within four weeks of being notified of the decision.

Article 9 Subsidies

9.1 Grant awards are provisional in nature and only become final after the applicant has submitted a financial overview of the incurred costs.

9.2 Subsidies that are not requested and/or accounted for within the period specified in the guidelines will lapse.