

# **Collaboration Grant Regulations**

**SOFv x SLIM**

**2023-2024**

## Collaboration Grant SOFv and SLIM

---

### Article 1. Agreements

Student Life and International Mobility (SLIM), in consultation with the SamenwerkingsOverleg Faculteitsverenigingen (SOFv), has decided that (September 2023):

- 1.1. The SOFv receives an annual grant from SLIM for the purpose of supporting member organisations of the SOFv<sup>1</sup> by subsidising collaborative activities between member organisations of the SOFv and other recognised student organisations.
- 1.2. The provision of these grants to member organisations of the SOFv is done according to the grant policy drawn up by the SOFv and approved by SLIM, which is articulated in these grant regulations.
- 1.3. The SOFv's grant policy is adopted annually by SLIM when discussing the annual report.
- 1.4. The grant to the SOFv will be awarded as a 'lump sum' that will be paid semi-annually, after discussing the figures with SLIM.
- 1.5. Financial control is ensured through regular consultations between SLIM and the SOFv.
- 1.6. The board of the SOFv is responsible for implementing the grant policy and decisions thereon.

### Article 2. Relationship between SLIM and SOFv

- 2.1. The SLIM department head authorises the SOFv board to make decisions on applications under these regulations.
- 2.2. No later than 2 months after the start of the financial year, the SOFv consults the grant budget with a staff member of SLIM. On this basis, the grant budget is determined.
- 2.3. No later than 2 months after the start of the financial year, the regulations in force up to that time are evaluated, adjusted where necessary and redefined in cooperation with SLIM.
- 2.4. The SOFv shows its financial accountability via an interview with SLIM every six months.
- 2.5. No later than 2 months after the completion of the financial year, the financial accountability is discussed and the final grant determined.

---

<sup>1</sup> By member organisations of the SOFv, we mean study, and faculty associations and/or foundations whose primary focus is on students of their own study programme and/or faculty and who pay annual dues to the SOFv. For membership criteria, please see the SOFv statutes; Article 4 and Article 5.

## **Collaboration grant regulations**

These regulations have been approved by Student Life and International Mobility, part of Student Affairs, part of Radboud University, and are reviewed annually.

## Article 1. Objective and means

The university encourages collaboration between member organisations of the SOFv and other recognised student organisations.

Member organisations of the SOFv can apply for grants for the organisation and implementation of formal activities they organise together with at least one other recognised student organisation. The SOFv processes these grant applications.

- 1.1. The objective of the SOFv is to represent the joint interests of members, coordinate with regard to activities to be organised by members, exchange knowledge and experience and promote the integration of members.
- 1.2. The SOFv aims to achieve this objective through:
  - Establishing an executive board;
  - Setting up task-oriented committees where necessary;
  - Seeking board members from as many different disciplines as possible within Radboud University Nijmegen;
  - The organisation of activities in which member associations can participate.
- 1.3. The SOFv supports activities and organisations that fit its objective. The support has a complementary character: this means that the SOFv provides financial and material support if other possibilities prove insufficient.
- 1.4. The financial support mentioned in paragraph 3 of this article may be provided in the form of a grant.

## Article 2. Collaboration grant criteria

The collaboration grant is a guarantee grant applied for to co-finance an occasional formal activity.

- 2.1 An occasional activity is defined as a substantive activity with a clear formal purpose, which is in line with the identity and purpose of the student organisation, e.g. a symposium, a conference, a course day or training.
- 2.2 At least one of the student organisations is affiliated to the SOFv;
- 2.3 All organising parties are recognised at Radboud University. A collaboration with a HAN-recognised organisation is also approved with the aim of promoting overall Nijmegen student life;
- 2.4 No approval will be granted for collaborations with external (outside Nijmegen) and/or national parties or organisations;
- 2.5 The activity is incidental and therefore does not take place structurally, annually, or recurrently;
- 2.6 All organising parties must have a clearly demonstrable share in the organisation of the activity to be entitled to the cooperation grant;
- 2.7 SLIM does not subsidise drinks, food, clothing and/or printing;
- 2.8 The activities subsidised must not have commercial purposes;
- 2.9 The application will be further assessed on the basis of impact, ambition, creativity,

sustainability, inclusion, accessibility and interdisciplinarity.

### **Article 3 Level of grant award**

- One-off payments of up to €1500 per collaboration can be made;
- There is a maximum of one application and grant award per SOFv member organisation per year.

### **Article 4 Application procedure**

The application should be submitted **at least 4 weeks** before the start of the activity using the application form. Entitlement to the grant lapses once this deadline has passed. The treasurer of the SOFv is responsible for the processing and payment of the grant.

The following attachments should be submitted by e-mail:

- An itemised budget for the activity;
- A note on the budget;
- An explanation of the activity reflecting the requirements set out in 2.9;

Within 10 working days of submitting the application, the applicant will be informed in writing of the decision on whether to grant the application.

### **Article 6 Settlement**

Settlement must be made within **6 weeks** of the end of the activity. For the final award, the following documents should be submitted by e-mail:

- A realisation of the budget + explanation;
- A realised programme.

### **Article 7 Decision-making**

The decision is made on the basis of the guidelines as issued by the SOFv and SLIM. Any deviation from the guidelines or rejection is justified in the report.

### **Article 8 Objections**

If the applicant disagrees with the decision taken, a written objection may be submitted to the SOFv within **four weeks** of notification of the decision. The SOFv, in turn, will consult with the relevant SLIM staff.

### **Article 9 Grants**

9.1. Grant awards are provisional and become final only after the applicant submits a financial statement of the costs incurred.

9.2. Grants that are not requested and/or accounted for by the deadline specified in the guidelines will lapse.