



Funding/Resource Application Form

SECTION 1: GENERAL INFORMATION

Club Details:	
Club Name:	
Club Address:	
No. of Members:	Annual Membership Fee: \$
Is your Club currently registered with the University of Sydney Union*?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNSURE
Is your Club registered for GST? <input type="checkbox"/> YES <input type="checkbox"/> NO	Does your Club have an ABN? <input type="checkbox"/> YES <input type="checkbox"/> NO

There are two rounds of Faculty of Economics and Business Clubs & Societies Funding/Resource applications scheduled for each year: the last business day in March for Round One, and the last business day in July for Round Two. Your Club/Society has the opportunity to apply for Funding/Resources for up to three separate events or projects per annum, with a maximum annual limit of \$10,000 available to any Club/Society.

- You can apply for funding before an event **but must attach** invoices or quotes to your application in these cases, accounting for the funds requested. **If approved, payment will only be made when receipts are provided. For faculty funded events original receipts only and for partially union funded events, copies of receipts are acceptable.**
- Proposed Events/Projects must clearly demonstrate a benefit to participants in educational or professional ways in order to qualify for Faculty Funding/Resources. Social events which do not meet this criteria will not be considered by the Faculty Funding Committee.

\* Attach the following documents if you have not provided them previously this year:

- a copy of your current registration letter and Constitution from the Clubs and Societies Programme of The University of Sydney Union.
- a list of the Executive Committee members
- a list of your members
- original invoices or receipts for events fully funded by the faculty and copies for those with part union funding

APPLICANT DETAILS

Name:	SID:	Position:
Email:	Contact No.:	

DECLARATION OF FUNDING/ RESOURCES FROM OTHER SOURCES

Has your Club/Society received funding, resources or support from other sources, including corporate sponsors?     YES     NO

If "YES", please indicate the nature and amount of support received:

Name of sponsor or organisation	Type of support/funding	Amount received (if applicable)

## SECTION 2: FACULTY FUNDING/RESOURCE APPLICATION

### DECLARATION OF FUNDING/ RESOURCES RECEIVED FROM THE UNIVERSITY OF SYDNEY UNION

Has your Club or Society submitted any of the following applications to the University of Sydney Union Clubs & Societies Committee for projects or events to be held during the current calendar year?

1) Major Event Funding application(s)       YES       NO      If "YES", how much funding did you receive?

\_\_\_\_\_

2) Non-Major Event Funding application(s)       YES       NO      If "YES", how much funding did you receive?

\_\_\_\_\_

3) Innovation Fund application(s)       YES       NO      If "YES", how much funding did you receive?

\_\_\_\_\_

Has your Club or Society submitted an "Other Funding" application(s) to the University of Sydney Union Clubs & Societies Committee for projects during the current calendar year?

1) Photocopying, Printing and Publishing       YES       NO      If "YES", how much funding did you receive?

\_\_\_\_\_

2) Yearbook       YES       NO      If "YES", how much funding did you receive?

\_\_\_\_\_

3) Postage       YES       NO      If "YES", how much funding did you receive?

\_\_\_\_\_

4) T-Shirt       YES       NO      If "YES", how much funding did you receive?

\_\_\_\_\_

5) Merchandise       YES       NO      If "YES", how much funding did you receive?

\_\_\_\_\_

6) Capital Expenditure       YES       NO      If "YES", how much funding did you receive?

\_\_\_\_\_

The following sections allow you to break down your application across three events/projects according to the requirements and goals of your group.

### EVENT / PROJECT 1

1. What is/was the name of this event or project? \_\_\_\_\_  
(ie. Seminar Series, Guest Speaker, Photocopying or promotional material for an event etc)

2. When is/was this event/project to take place? \_\_\_\_\_

3. If an event, how many people attended/ are expected to attend? \_\_\_\_\_

4. What proportion of the attendees are Faculty of Economics and Business members? \_\_\_\_\_

5. Will participants pay for this event?       YES       NO      If "YES", how much? \_\_\_\_\_

6. How much funding do you require for this event / support? \_\_\_\_\_

7. Briefly describe the event / support and its benefits to Faculty students. \_\_\_\_\_

\_\_\_\_\_

**EVENT / PROJECT 2**

1. What is/was the name of this event or project? \_\_\_\_\_  
(ie. Seminar Series, Guest Speaker, Photocopying or promotional material for an event etc)

2. When is/was this event/project to take place? \_\_\_\_\_

3. If an event, how many people attended/ are expected to attend? \_\_\_\_\_

4. What proportion of the attendees are Faculty of Economics and Business members? \_\_\_\_\_

5. Will participants pay for this event?     YES     NO    If "YES", how much? \_\_\_\_\_

6. How much funding do you require for this event / support? \_\_\_\_\_

7. Briefly describe the event / support and its benefits to Faculty students.

**EVENT / PROJECT 3**

1. What is/was the name of this event or project? \_\_\_\_\_  
(ie. Seminar Series, Guest Speaker, Photocopying or promotional material for an event etc)

2. When is/was this event/project to take place? \_\_\_\_\_

3. If an event, how many people attended/ are expected to attend? \_\_\_\_\_

4. What proportion of the attendees are Faculty of Economics and Business members? \_\_\_\_\_

5. Will participants pay for this event?     YES     NO    If "YES", how much? \_\_\_\_\_

6. How much funding do you require for this event / support? \_\_\_\_\_

7. Briefly describe the event / support and its benefits to Faculty students.

## SECTION 3: POST EVENT FORM

The Faculty of Economics and Business is keen to fund Clubs and Societies' events in the future but requires your feedback to ensure that the current funding program continues. Please submit this Post Event Form before the next funding round:

- How many people attended the event(s) funded in this application? \_\_\_\_\_
- Of these, how many were Economics and Business students? \_\_\_\_\_
- How successful would you rate the event(s) and why?

• Briefly outline any issues (budgetary or organisational) that occurred during the running of this event.

• In what ways do you feel the Faculty funding program has helped your club achieve its objectives?

**APPLICANT DECLARATION:**

The Club I represent has, either implicitly or explicitly, endorsed the submission of this form to the Faculty of Economics and Business. The information on this form is true and accurate to the best of my knowledge.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY**

Funding requested:	Funding approved:
Committee Date:	Requisition date: