

## **TRANSLATION OF RULES FOR THE ACADEMIC SOCIETY'S PROJECT FUND**

### **Aim**

The aim of the Academic Society's Project Fund is to widen and enable student arrangements in Lund with the purpose of providing the possibility for members of the Academic Society to develop the activities that are missing from Lund's student life and through this diversify the range of activities offered. The Project Fund may also work as a catalyst for new associations and simplify the process of starting up new activities and projects, as well as tying these activities closer to the Academic Society.

### **The project**

- should be arranged by members of the Academic Society
- should mainly be arranged for members and potential members of the Academic Society. The project may also be aimed at a narrower target audience and turn to current and potential members of one of the Academic Society's principal organisations (such as a nation or a student union)
- should have a strong connection to student activities
- should be strongly rooted in the Lund- Malmö and Helsingborg-region
- may not contravene with the Academic Society's policies
- may not contravene with the Academic Society's general direction, aim or values

When marketing the project, it should be clearly stated that the project is done by means of contributions from the Project Fund. This should be done through clear visibility of the Academic Society's logo on social media and printed material. During the project, participants should be informed that the project was enabled by the Project Fund.

Project funding can be granted for starting up a new activity – either in the form of a new association or as a new activity in an existing association – or alternately for developing an existing activity.

It is especially encouraged to apply for projects aimed at broadening student activities. Projects that have received funding from the Project Fund previously are not granted funding if the concept is unchanged. If the aim of the project is to develop an existing activity, it should be clearly stated in the application in what manner the project will broaden and diversify the student life in Lund.

Project funding is not granted for continuous/frequently recurring activities. It is, however, possible to apply for project funding in order to start up a new activity, but the funding will be granted for a limited amount of time.

### **Application**

The application should be sent in written form to the Academic Society's program director and should contain:

- the main aim of the project
- the project goals and an activity plan with a timeline for carrying out the project
- a list of the people responsible and their contact details
- budget

There is no final application date. Instead project funding is granted continuously during the year. Applications that amount to less than 50 000 SEK are treated within ten days, whereas applications that amount to more than 50 000 SEK need to be made available to the program director at least six weeks before the project is meant to commence.

### **Project summary report**

A project summary report in accordance with the attached template should be sent to the program director via email. This should be done at the latest one month after finalising the project.

The project summary report should contain:

- an account of the project's results
- an economic account detailing how the project funding has been utilised including all receipts and an updated budget with the financial outcome.
- a shorter text for publishing of the Academic Society's website
- a concise account, containing both image and text, of how the Project Fund has been marketed during the project

If the above stated criteria are not met in a satisfactory manner, the responsible persons that are mentioned in the application can be asked to refund the Academic Society for the project funding, either partially or in its entirety. If the project is cancelled or if the project funding is not utilised at all or only partially, the persons responsible can be asked to refund the Academic Society of the part of the funding that was not used.

I have read and agree to the information above.

Place and date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name clarification