1 Purpose and Scope

This policy aims to:

1. Strengthen the relationships between the student body and the faculty;
2. Increase student opportunity to participate in external events relevant to their field of study;
3. Increase student awareness of and participation in events, services and resources offered by student clubs and societies;
4. Reduce the transactional costs associated with the faculty dealing with numerous single approaches for funds of an ad-hoc nature.

This policy applies to all undergraduate and graduate students who are currently enrolled in a course managed by the Faculty of Business and Economics and to those clubs and societies that meet the criteria detailed below. It does not include research students except where they are members of a larger club or society which also includes undergraduates and graduates.

2 Sponsorship Eligibility & Criteria

The Faculty of Business and Economics provides two forms of student sponsorship: an annual grant to its student clubs and societies, and a regular round of grants to individual students.

2.1 Clubs & Societies

The annual grant awarded will usually be for a traditional or regular activity undertaken by the club or society provided they meet the relevant criteria (see below). However new initiatives, and joint initiatives between clubs and societies, are encouraged and will also be considered as long as it meets the same criteria detailed below.

The grant holds for the academic year in which it is awarded but will reflect a reasonable timeframe for the implementation of the proposed activity as defined in the grant application.

There are two (2) categories of grants as follows:

A) Grants for Business and Economics clubs and societies.
Single and multi discipline-based clubs within the faculty will be eligible to apply for a grant if:
- their membership is broad across the Business and Economics student body and includes all relevant campuses;
- faculty support for student activities will be confined to clubs whose members are primarily Business and Economics students, inter-disciplinary and operate at one campus at a minimum. Single disciplined-based clubs within the faculty may qualify if their membership is broad across the business studentry, numbers exceed 350 and other financial support is not provided by a Faculty department or research centre;
- it is legally constituted through the appropriate student union or association at Monash University.

B) Grants for University clubs and societies.
Faculty support for student activities will be confined to University clubs and societies:
- whose membership is primarily Business and Economics students, and which are inter-disciplinary, including all relevant campuses;
- faculty support for student activities will be confined to clubs whose members are primarily Business and Economics students, inter-disciplinary and operate at one campus at a minimum. Single disciplined-based clubs within the faculty may qualify if their membership is broad across the business studentry, numbers exceed 350 and other financial support is not provided by a Faculty department or research centre;
- whose other financial support is not provided by a faculty department or research centre; and
- which are legally constituted through the appropriate student union or association at Monash University.

To be eligible for support the application must fulfill the following criteria:

i. **Purpose of the event/activity.** The club or society must be able to demonstrate that the proposed activity will provide services to its members and will enhance either the academic experience of students (including transition), or the potential of students to gain access to vacation employment and/or graduate employment.

ii. **Public relations for the faculty.** The club or society must be able to demonstrate how the reputation of the faculty will be enhanced by the proposed activity.

iii. **Multiple grants.** The club or society must specify what other funds, grants or equivalent are being sought from other areas in the university and/or whether other grants have been awarded or when a decision is expected. This includes financial support or equivalent such as ‘support-in-kind’.

iv. **Student union or association support.** The initiative must have the endorsement of the relevant student union or association in accordance with safety, moral and legal requirements.

2.2 Individual Grants

Individual grants will usually be awarded to students who are currently enrolled in a course managed by the Faculty of Business and Economics, to contribute to the cost
of undertaking an opportunity related to their field of study which is not organized by the University. Students currently enrolled in a Faculty course will be eligible to apply for a grant if:

• their enrolment is current and they are under no encumbrances, and
• other financial support is not provided by a faculty department or research centre.

To be eligible for support the application must fulfill the following criteria below:

i. **Purpose of the event/activity.** The application must demonstrate how the grant will develop and enhance that individual in their field of study and/or graduate employment.

ii. **Public relations for the faculty.** The individual must be able to demonstrate how the reputation of the faculty will be enhanced by the proposed activity.

iii. **Multiple grants.** The individual must specify what other funds, grants or equivalent are being sought from other areas in the university and/or whether other grants have been awarded or when a decision is expected. This includes financial support or equivalent such as ‘support-in-kind’.

iv. **Department support.** The initiative must have the endorsement of the relevant department in accordance with safety, moral and legal requirements.

3 **Funding**

The faculty reserves the right to alter the funding limits specified in this policy at any time, and to exercise discretion in the awarding of grants. Should the requests which are judged appropriate for sponsorship exceed the funds available, priority will be given to applications that:

• Enhance the student academic experience;
• Increase interaction between domestic and international students;
• Involve links with employers and industry representatives;
• Have goals that mesh with the faculty’s strategic directions and priorities.

The maximum grant available to any one club/society in a year is $5,000.00. Above that, any request for a new initiative cannot exceed $2,000.00.

The maximum grant available to an individual student in a year is $1,000.00.

4 **Responsibilities of successful grant holders**

All successful grant applicants must abide by the rules, criteria and conditions as specified in the Student Sponsorship Policy.

A final report to the Dean is required from all grant holders. Clubs and societies must complete an end-of-year report, and individuals an end-of-event report. The report will be a summary of the sponsorship conditions that the club or individual has successfully achieved as outlined in the initial sponsorship application. In the event that any sponsorship conditions have not yet been met, the report must include an estimate of
expected completion. Grant holders are encouraged to accompany the report with any relevant photos which may then be used for Faculty promotion purposes.

Clubs and societies are also required to:

1. Maintain up-to-date contact details on Monash Clubs and Societies webpage;
2. Advertise events on the Faculty’s events hub/calendar;
3. Promote the club and its activities during the Business and Economics orientation.

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<tr>
<td>Policy Author</td>
<td>Deputy Dean Education, Faculty of Business and Economics and Faculty Manager, Faculty of Business and Economics</td>
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