

Development Trust Student Fund

Helping you live student life to the full

Funding Application Criteria & Guidelines

Closing Date: 5.00pm on Monday 24th October 2022

The University of Aberdeen Development Trust receives tremendous support from our worldwide family of alumni, friends, and benefactors, including through our programme of regular giving. With these donations, the Development Trust Student Fund aims to provide the resources to fund modest and achievable projects which will enhance the student experience for current and future generations of students at the University of Aberdeen.

This fund aims to support initiatives that help students live student life to the full. Extra-curricular activities and student support initiatives are an important part of your university experience. We can help you broaden your horizons by supporting activities, trips and services both on and off campus. From Bookends to Nightline, and the Gaudie student newspaper to the Transition Programme for students with autism, the Development Trust Student Fund is here to help.

Criteria for Funding Applications

Applications may be made by:

- Current students and employees of the University of Aberdeen
- Permanent members of staff at the Aberdeen University Students' Association (AUSA)

Please note that funding for student clubs and societies registered with AUSA is now disbursed through AUSA. **Applications from clubs and societies registered with AUSA will not be considered** and should be submitted to AUSA as part of the AUSA Student Fund. For more information, all AUSA sports clubs and societies can contact societies@abdn.ac.uk

Applications may be submitted for:

- Modest and achievable projects, initiatives, trips, or services
- Projects that require immediate funding – retrospective funding will not be considered
- Projects that will utilise the funding in full within that academic year
- Projects that will benefit the wider student community i.e. groups of students as opposed to individuals
- Projects or services which widen access to higher education, enhance the student experience focusing on extra-curricular activities, or look after the welfare of students.

Applications may not be submitted for:

- Staffing costs
- Tuition fees
- Hardship support

These are not eligible for support from the Development Trust Student Fund. If you require financial support or advice, please contact student.support@abdn.ac.uk.

Applications should demonstrate and will be judged on their:

- Financial need
- The ability to impact on the wider student community
- Initiative in fundraising from other avenues, where possible
- The impact and difference that receiving the requested funding will make

If successful, the funding you receive:

- Will be for one academic year only and is not a guarantee or indication of future funding
- Must be spent within the academic year it is applied for
- Will be for a maximum of £5,000 to support modest and achievable projects, unless there are exceptional circumstances
- May be granted a portion of the amount applied for if there are insufficient funds for disbursement
- May only be used for the purposes for which it was intended
- Will require the applicant to provide a budget or account details for the transfer of monies

As recipients of funding, you:

- Will acknowledge Development Trust support in any media releases or events
- Will make sure Development Trust branding is used to highlight the University of Aberdeen and the Development Trust whenever possible.
- Will be required to submit a report at the end of the academic year detailing where the money has been spent, the impact of the donation, and the success of the project, initiative, or service
- May be required to attend donor events where appropriate and convenient

Completing your application

Applications forms must:

- Be submitted using the standard disbursement application form available at www.abdn.ac.uk/giving
- Be typed and spell checked and emailed to giving@abdn.ac.uk with the subject line 'DT Student Fund'.
- Confirm that any relevant University departments have been consulted prior to applying
- Not exceed any more than two sides of A4
- Be submitted by the deadline - applications received after this time and date will not be considered, and no later amendments can be made
- Not exceed £5,000, unless there are exceptional circumstances.

What happens next?

Application follow-up:

- Applications should be submitted by no later than 5pm on Monday 24 October 2022
- Confirmation of receipt of your application will be sent out by Friday 28 October 2022
- The Disbursement Panel made up of University of Aberdeen Development Trust Trustees will meet in late November 2022 to review the applications and make their decisions and recommendations
- Applicants will be notified of the outcome of their applications by Wednesday 30 November 2022
- Successful applicants should complete a signed agreement of the terms and conditions by 12 December 2022
- Funds should be transferred by the end of December 2022

Please note that unsuccessful applicants will not be given feedback on their application as standard practice; however, individual feedback will be available on request.