**Sustainability fund**

**ABOUT THE REQUESTER**

Name

E-mail

Student organisation (must be a Union participant)

Phone number

Bank account

**ABOUT THE EVENT**

Name of the event

Short description

Location

Date

Duration

Expected number of visitors

**REQUIREMENTS**

Event:

For any initiative, the following applies:

* The organisation is a Union participant;
* The initiative takes place in the future;
* Only the board of an organisation can request the subsidy;
* During an event, the Student Union must be visually promoted;
* A subsidy will not be granted twice for the same measure;
* Every approved application counts in principle as a subsidy guarantee; Based on the realisation of the budget and the other deliverables requested per category, it will be decided whether the application will be converted into a subsidy;
* The subsidy will not be higher than the costs of the sustainable expense, and is limited by the number of impacted UT students based on the following table and limited by the costs of the sustainable expenses.

|  |  |
| --- | --- |
|  Number of students  |  Amount of subsidy  |
|  Less than 30  |  Maximum 100  |
|  30 - 60  |  Maximum 200 |
|  60 - 200  |  Maximum 450 |
|  200+  |  Maximum 750 |

**DELIVERABLES**

Before the event:

Budget plan;

Document answering the following questions:

 Describe what the money will be used for.

Why is this purchase (more) sustainable?

What other actions are you taking to make your event sustainable?

Are you intending to continue with this measure for future events?

How will you fund this sustainable measure for the same event next time? *\*The same measure will not be funded twice. We encourage you to consider how the measure can be funded without subsidy the following time.*

How did you find out about the sustainability fund?

Any related sustainability certificates.

Filled in Green Hub Green Certificate Questionnaire.

After the event:

Realisation of the budget;

A screenshot of a social media post/story about the event where the Sustainability fund of the Student Union is thanked as a subsidy provider on Instagram with the tags @utwente and @sutwente, and the hashtag #SustainabilityFund, #utwente and #sutwente.

As well as the link to a LinkedIn post where the Sustainability fund of the Student Union is thanked as a subsidy provider that includes the tags @utwente @sutwente, #SustainabilityFund, #utwente and #sutwente.  *\*Exemptions are possible, state your reason why an exception should be made in the document.*

**ABOUT THE Purchase**

Name of the purchase

Short description

Single purchase:

For any initiative, the following applies:

* The organisation is a Union participant;
* The purchase takes place in the future;
* Only the board of an organisation can request the subsidy;
* A subsidy will not be granted twice for the same measure;
* Every approved application counts in principle as a subsidy guarantee; Based on the realisation of the budget and the other deliverables requested per category, it will be decided whether the application will be converted into a subsidy;
* The subsidy will not be higher than 50% of the costs of the expense, and is limited by the number of impacted UT students based on the following table.

|  |  |
| --- | --- |
|  Number of students  |  Amount of subsidy  |
|  Less than 30  |  Maximum 100  |
|  30 - 60  |  Maximum 200 |
|  60 - 200  |  Maximum 450 |
|  200+  |  Maximum 750 |

**DELIVERABLES**

Before the purchase:

Budget plan;

Document answering the following questions:

 Describe what the money will be used for. (Include the duration for which the purchase will be used and how it will be used)

 If applicable, how will the item be funded in the future?

Why is this purchase (more) sustainable?

Why is the planned purchase an innovative initiative?

How did you find out about the sustainability fund?

Any related sustainability certificates;

If applicable, a filled in Green Hub Green Certificate Questionnaire.

After the event:

Realisation of the budget;

A screenshot of a social media post/story about the purchase where the Sustainability fund of the Student Union is thanked as a subsidy provider on Instagram with the tags @utwente and @sutwente, and the hashtag #SustainabilityFund, #utwente and #sutwente.

Optionally, a link to a LinkedIn post where the Sustainability fund of the Student Union is thanked as a subsidy provider that includes the tags @utwente @sutwente, #SustainabilityFund, #utwente and #sutwente.  *\*Exemptions are possible, state your reason why an exception should be made in the document.*

Spider-graph scoring rubric:

|  |  |  |  |
| --- | --- | --- | --- |
| Variable\Grade | 0 points | 1 point | 3 points |
| Environmental Impact*The extent to which the initiative reduces carbon footprint, waste, water use or resource consumption.* | The initiative shows no evidence of reducing environmental impact. It lacks a clear plan or measurable outcomes related to carbon footprint, waste, water or resource consumption. | The initiative proposes a modest reduction in environmental impact with some measurable outcomes and considers cost-effectiveness. However, it may lack a comprehensive plan for significant change that balances environmental benefits with financial sustainability. | The initiative demonstrates a strong potential for reducing environmental impact with a clear, actionable plan and measurable, significant outcomes. It is designed with cost-effectiveness in mind, ensuring that resources are utilized efficiently to maximize environmental benefits. The initiative’s impact is quantifiable, allowing for clear tracking and assessment of its effectiveness over time. |
| Community Engagement*The level of involvement and support from the student body and local community.* | There is no community involvement or support indicated. The initiative does not engage with or consider the student body or local community's role. | The initiative shows limited community engagement and support, reflecting some involvement. It’s designed with cost-effective resource optimalisation in mind, aiming to use resources wisely. | The initiative stands out for its extensive community engagement and robust support, ensuring active participation. It also focuses on cost-effectiveness and optimizing resource allocation. |
| Educational Value *The potential to raise awareness and educate others about sustainability.* | The initiative fails to provide educational value or raise awareness about sustainability. It does not include educational components or outreach efforts. | The initiative includes some educational aspects, but they are limited in scope. It raises awareness to a moderate degree and provides some educational value. | The initiative is highly educational and innovative, effectively raising sustainability awareness. It employs creative methods to engage and inform a broad audience efficiently. |
| Long-Term Sustainability*The ability of the initiative to sustain itself over time without ongoing funding.* | The initiative is not sustainable in the long term without ongoing funding. It lacks a plan for self-sufficiency and ongoing viability. | The initiative takes a balanced approach to sustainability, with plans for future continuation that are somewhat feasible, but it may lack complete coverage. | The initiative is highly sustainable and feasible, with a robust plan ensuring its long-term operation and impact without reliance on continuous funding. |
| Alignment with University Goals *How well the initiative aligns with the university’s overall sustainability goals and policies.* | The initiative does not align with the university's sustainability goals and policies. It fails to complement or advance the institution's objectives. | The initiative partially aligns with the university's sustainability goals, but may not fully support or enhance the university's sustainability policies. | The initiative fully aligns with the university’s sustainability goals and demonstrates scalability. It supports and advances the institution’s commitment to sustainability, ensuring adaptability by other student organisations. |