



## Grants to Student Societies

**Year 2008**

**Closing Date:** Friday, 22<sup>nd</sup> August 2008

**Name of Society:** \_\_\_\_\_

**Date of Official recognition by Senate**

(If recognition is recent, present Official notice confirming recognition.): \_\_\_\_\_

**Aim of Society:** \_\_\_\_\_

Attached find the following documents (*ticked*) as part of the application for a Grant in respect of the above mentioned Society.

- |   |  |
|---|--|
| <input type="checkbox"/> List of Committee Members ( <i>Compulsory</i> ) (Show clearly the positions held by the committee members at the time of application including the term of office) | <input type="checkbox"/> Projected Income and Expenditure Account for the current year (2008/09) ( <i>Compulsory</i> )   |
| <input type="checkbox"/> Official recognition letter ( <i>if recent</i> )   | <input type="checkbox"/> Short Statement about how projected activities contribute to campus life. ( <i>Compulsory</i> ) |
| <input type="checkbox"/> Updated Version of Statute ( <i>Compulsory</i> )   | <input type="checkbox"/> Auditor's Report ( <i>Compulsory if turnover is more than €23,000</i> )                         |
| <input type="checkbox"/> Calendar ( <i>dated list</i> ) of Activities for the <b>previous</b> year. (2007/08) ( <i>Compulsory</i> )   | <input type="checkbox"/> Bank Statements ( <i>Compulsory</i> )   |
| <input type="checkbox"/> Calendar of Activities for the <b>coming</b> year. year (2008/09) ( <i>Compulsory</i> )  |  |

Amount requested. € \_\_\_\_\_

\_\_\_\_\_  
Treasurer's Name

\_\_\_\_\_  
Treasurer's Signature

**Date of Annual General Meeting** \_\_\_\_\_ (*month*)

**Permanent Address of Society** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Income and Expenditure Account.

<i>DETAILS</i>	<u>INCOME</u>	Actual Income 2007/08 €		Projected Income 2008/09 €
Sponsorships Membership Fees Fund Raising Activities  <i>Others: (Specify)</i>				
<i>Sub-Totals</i>		€		€

	<u>EXPENSES</u>	Actual Expenses 2007/08 €		Projected Expenses 2008/09 €
Printing Stationery Postage Fund Raising Activities <i>Others:</i>				
		€		€

<i>Write "Profit" or "Loss" as appropriate to indicate your balance</i>	€	€
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## **Information Sheet**

The University of Malta awards Grant to Student Societies as a limited source of Financial Aid to sponsor Student Societies. The Students Affairs Committee administers the funds for Grants to societies. Two student representatives form part of the Committee. It should be borne in mind that the Grant is only intended as a form of assistance and cannot cover all the expenses incurred by any society.

The aim of the Grant is to support the various associations in order to promote social and academic interest on Campus.

Financial Aid is limited to officially recognised Student Societies of the University of Malta.

Applicant societies are required to provide supplementary details about their financial position at the time of application on the application form, together with official bank statements. Audited accounts shall also be presented. Student Associations must justify their application for funds based on their projects and financial planning.

Applications must be accompanied by the following documents.

1. The Statute of the Society. listing any amendments to the statute.
2. List of Committee members elected for the period 2008/2009  
*(Show clearly the positions held by the committee members at the time of application including the term of office.)*
3. Short Statement about how projected activities contribute to campus life.
4. Estimated (*Projected*) Income and Expenditure Account for the current year.
5. A Balance sheet showing the society's present financial situation.  
*(Any financial documents such as Official Bank Statements or Invoices for substantial expenses are to be included.)*
6. Budgeted Projects / Activities for the coming year.

### **Note:**

Societies who have obtained their official recognition over the past two years are required to provide a copy of the official letter notifying their recognition.

Submitted documents are to be relevant to the current year unless expressly stated otherwise.

Societies are to notify the Secretary of the Student Affairs Committee of any changes in the positions held by their committee members.

**Applications are to be handed in to the Student Affairs Committee, Room 105, Gateway Building by not later than the closing date as indicated on the front page of this application form.**