

FUNDING REGULATIONS



1. General Provisions

- 1.1. These regulations are made under s17(2)(2) *Clubs Regulations of the Australian National University Students' Association* and it empowers to Council to set regulations and policies regarding the allocation of ANUSA's resources and affiliation with ANUSA.
- 1.2. In the event of any inconsistency that arises between the Funding Regulations and supplementary documents or explanatory material, the interpretation found in the Funding Regulations prevails.
- 1.3. The Council Executive is the authoritative interpreter of the Funding Regulations and must consistently interpret and apply provisions impartially among all clubs and societies, unless:
 - 1.3.1. The interpretation is no longer consistent with the current Council Policy,
 - 1.3.2. The interpretation is no longer consistent with a new provision within the Funding Regulations, or
 - 1.3.3. An interpretation has an unforeseen effect or outcome that is significantly harsh or undesirable.
- 1.4. The Council is not bound by any precedents that were created by the Grants and Affiliation Committee.

2. Ordinary Grants

2.1. Minor Educational Event Grant

- 2.1.1. For an event that is wholly or substantially educational and relevant to the aims and purposes of the applicant club or society;
- 2.1.2. For an event with less than 80 ANU students in attendance;
- 2.1.3. An applicant may receive a maximum funding amount of \$7 per ANU student in attendance; and
- 2.1.4. For the purposes of determining invalid and valid expenditure for this grant, invalid expenditure means any expenditure of more than nominal value that will become the permanent property of the society.

2.2. Minor Social Event Grant

- 2.2.1. For an event that is social in nature;
- 2.2.2. For an event with less than 80 ANU students in attendance;
- 2.2.3. An applicant may receive a maximum funding amount of \$7 per ANU student in attendance; and
- 2.2.4. For the purposes of determining invalid and valid expenditure for this grant, invalid expenditure means any expenditure of

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more than nominal value that will become the permanent property of the society.

2.3. Major Educational Event Grant

- 2.3.1. For an event that is wholly or substantially educational and relevant to the aims and purposes of the applicant club or society;
- 2.3.2. For an event with 80 ANU students in attendance or more;
- 2.3.3. An applicant may receive a maximum funding amount of \$9 per ANU student in attendance; and
- 2.3.4. For the purposes of determining invalid and valid expenditure for this grant, invalid expenditure means any expenditure of more than nominal value that will become the permanent property of the society.

2.4. Major Social Event Grant

- 2.4.1. For an event that is social in nature;
- 2.4.2. For an event with 80 ANU students in attendance or more;
- 2.4.3. An applicant may receive a maximum funding amount of \$9 per ANU student in attendance; and
- 2.4.4. For the purposes of determining invalid and valid expenditure for this grant, invalid expenditure means any expenditure of more than nominal value that will become the permanent property of the society.

3. Special Grants

3.1. New Club or Society Start-up Grant

- 3.1.1. This grant is for a social or an educational event that is designed to solicit membership;
- 3.1.2. This grant is limited to new clubs or societies;
- 3.1.3. A new club or society is a club or society that is less than 3 years old, as rounded up or down by the Council;
- 3.1.4. Each qualifying club or society may receive one payment under this grant per calendar year;
- 3.1.5. A club or society may apply for a maximum funding amount of \$200 for valid expenditure under this grant;
- 3.1.6. For the purposes of determining invalid and valid expenditure for this grant, invalid expenditure means any expenditure of more than nominal value that will become the permanent property of the society; and
- 3.1.7. This grant is exempted from the operation of all the basic funding rules.

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3.2. New Club and Society Sponsorship Bonus

- 3.2.1. A club or society that is less than three years old may receive a bonus grant for obtaining sponsorship that is external from the ANU;
- 3.2.2. This grant's funding amount is equal to 30% of the value of the sponsorship, to the maximum of \$1000 per academic year;
- 3.2.3. A club or society is disqualified from applying for this grant if any of the club or society's funds has ever, or will ever be donation, paid or similar to the sponsor, unless for the value of services rendered to that club or society;
- 3.2.4. To apply for this bonus grant, a club or society must obtain a letter from the sponsor that states; and
 - i. The name of the company;
 - ii. The company's ABN;
 - iii. The name of the company's representative;
 - iv. The contact details of the company's representative;
 - v. The conditions and terms of the sponsorship;
 - vi. A declaration from the sponsor that they have never and will never receive funds from the club or society that they are sponsoring under s3.2.3 of this grant; and
 - vii. Is signed by the representative.
- 3.2.5. This grant is exempted from the operation of all the basic funding rules.

3.3. Capital Expenditure Grant

- 3.3.1. This grant is for the purchase of assets, whether it is items or services, that are to become the permanent property of the club or society; and
- 3.3.2. A club or society can only apply for a maximum of 5 individual Capital Expenditure Grants during a given academic year, to the total maximum value of \$500 for valid expenditure.
- 3.3.3. Each individual grant has a maximum value of \$100, but an applicant can opt to use multiple grants usages at once, for example:
 - i. One grant usage has a maximum value of \$100;
 - ii. Two grant usages at once has a maximum value of \$200; and
 - iii. Three grant usages at once has a maximum value of \$300.

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3.3.4. Any unused funds when utilising a grant usage is not carried forward or credited to future grant usages.

3.3.5. This grant is exempted from the operation of all the basic funding rules.

3.4. Transportation Grants

3.4.1. The Council may subsidise domestic airfares and international airfares to the maximum funding amount of 50% off the cheapest economy ticket from a respectable airline company.

i. For travel between Canberra to Brisbane and between Canberra Melbourne, the maximum funding amount per ticket direction is \$175.

ii. Airfares between Canberra and Sydney are invalid under this grant.

3.4.2. The Council may subsidise bus travel to the maximum funding amount of 50% off the cheapest economy ticket.

i. For the Council to consider a bus travel grant, the applicant should supply the Council with at least three different quotes from various bus companies.

ii. If the cheapest option is not the applicant's preference, the applicant may indicate their preference with an explanation for the Council to consider when assess their grant application.

3.4.3. The Council may subsidise train travel to the maximum funding amount of 50% off the cheapest economy ticket.

i. For the Council to consider a train travel grant, the applicant should supply the Council with at least one quote from a train company and at least two quotes from a bus company.

ii. If the cheapest option is not the applicant's preference, the applicant may indicate their preference with an explanation for the Council to consider when assess their grant application.

4. Basic Funding Rules

4.1. The Negative Funding Rule

4.1.1. A club or society may only receive a maximum funding amount of 75% of the total value of valid expenditure for an event.

4.2. The Positive Funding Rule

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4.2.1. A club or society may receive proscribed funding amount for each ANU student in attendance at an event.

4.3. The Mandatory Lose Rule

4.3.1. An application will be rejected by the Council if a proposed event is fully funded *before the fact* or becomes fully funded *after the fact*.

i. Before the fact means that an event is cost neutral before the event occurs.

ii. After the fact means that an event becomes cost neutral after the event occurs.

4.3.2. Council will issue funding for an event that was rejected by the Council if the event experienced a loss *after the fact*.

4.4. The Profit Cap Rule

4.4.1. If the profit for an event exceeds \$200, the Council will deduct proportionally from that event's funding for each dollar over \$200 until the sum of grant is \$0.

5. Advanced Funding Rules

5.1. The Two-Week Rule

5.1.1. All clubs and societies have a duty to submit their event applications at least two weeks prior to the date of the event.

5.1.2. Non-compliance with this rule will absolve the Council of any liability for clubs or societies in their application stage who acted in reliance of receiving a Council grant and:

i. Made invalid or prohibited expenditure; or

iii. Hosted an event that is prohibited by the Council.

5.1.3. The Council may issue funding for any valid expenditure from valid events for late applications or retrospective applications.

5.2. Retrospective and prospective funding rules

5.2.1. All grants are retrospectively funded, unless an application for special consideration is made directly to the Council.

5.2.2. Prospective funding is only issued in exceptional circumstances.

5.3. The Maximum Yearly Funding Cap

5.3.1. An individual club or society can only receive a maximum funding amount of 9% of the Council's budget or a maximum funding amount of \$10,000 per year, whichever is the lesser sum, in a given year.

5.4. A Single Event Funding Cap

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5.4.1. The maximum funding amount that a single event can receive is \$4000.

5.5. Single Activity Funding Limitation

5.5.1. An application can only be made for one single activity on any given day.

- i. A club or society may apply for a maximum of two single activities on any given day, if the core audience of each single activity is significantly different.

5.5.2. In the event of a single activity that occurs over multiple days, an individual application must be made for each day of the event.

5.5.3. The Council may reject a multi-day event application and only fund the first day of the event if insufficient supporting information is attached to the multi-day event application.

- i. The Council must be able to easily identify with reasonable certainty what expenditure incurred on each day of the event and what income was generated on each day of the event

5.6. Unreasonable Expenditure Limitation

5.6.1. The Council will not fund expenditure that the Council believes to be unreasonable.

5.6.2. If the Council believes that a club or society's grant application includes unreasonable expenditure, that club or society has a right to justify their expenditure.

- i. Unless the club failed to abide by the Two-Week Limitation Rule.

5.6.3. If the Council rules that expenditure in a grant application is unreasonable, the Council may choose to:

- i. Not fund the entirety of the unreasonable expenditure if the expenditure at its core is unreasonable.
- ii. Partly fund the unreasonable expenditure to a reasonable amount if the expenditure at its core is reasonable, but unreasonable with respects to the quantity purchased, price paid or similar.

6. Funding Prohibitions

6.1. The Council may not issue funding for any prohibited expenditure or prohibited events that are considered by the Council to breach the following prohibitions.

6.1.1. Prohibited Expenditure

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- i. Donations, sponsorships, scholarships or similar.
 - ii. Alcohol, tobacco or other similar.
 - iii. Cash, vouchers, forms of currency or any other actions with a similar effect to its members are prohibited by the Council to be given as prizes.
 - iv. The payment of debts or overdrafts of the club's or society's bank account.
 - v. Affiliation fees to other organisations are prohibited by the Council.
- 6.1.2. Unless they deliver a vital or competitive service, such as a Costco membership.
- i. Funding for honoraria, stipends or similar.
 - ii. The purchase of items that will become the personal property of club or society members or executives, except club or society branded merchandise.
 - iii. Funding for expenditure that is not compatible with Student Services and Amenities Fee (SSAF) criteria.
- 6.1.3. Prohibited Events
- i. Events that are privately advertised
 - a. Events must be visible on a club or society's Facebook page, website or similar.
 - ii. Events that are not open to ANUSA's entire membership base unless:
 - a. The Council believes that the method of discrimination is appropriate for the objects of the events; and
 - b. The Council believes that the objectives of the event are in the best interest of ANU's student community.
 - iii. Events that discriminate or harass on the basis of sex, race, age, marital status, sexuality, religion, disability or similar; or defame, coerce, intimidate or physically threaten an individual or group or similar.
 - iv. Events that are designed to promote any candidate for any office or appointment are prohibited by the Council.
 - v. Events that are designed to wholly or substantially benefit and promote an external organisation to ANU students such as:

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- a. Events that are designed to solicit donations, memberships, or recruit volunteers to an external organisation, or
- b. Events that are designed to sell a product or service offered by an external organisation.
- vi. An event that promotes or is in itself an illegal activity or that does not comply with any relevant territory and federal anti-discrimination legislation.
- vii. Any promotional activities that do not comply with ANUSA and University promotion policies are prohibited.
- viii. Events held at a private residence or any other venues that the Council believes to be inappropriate or unsafe.
- ix. Events held by unaffiliated clubs or societies including ones that are in the process of affiliating with ANUSA.
- x. Events that are already funded by the Student's Extracurricular Enrichment Fund (SEEF).
- xi. Functions that do not comply with ANU Facilities and Services' (F&S) Functions on Campus Policy: [//anusa.com.au/anucampusfunctions/](http://anusa.com.au/anucampusfunctions/)

7. Definitions Section

7.1. Profit

- 7.1.1. The profit of any given event is calculated by adding the hypothetical value of a grant together with the voluntary income and the mandatory income.

7.2. Valid and Invalid Expenditure

- 7.2.1. What constitutes valid expenditure is determined according to the guidelines of the specific grant for which you are applying.

7.3. Prohibited Expenditure

- 7.3.1. Means expenditure that will not be funded by the Council.

7.4. Prohibited Events

- 7.4.1. Means events that will not be funded by the Council, regardless of if the event expenditure is valid or not.

7.5. Exempted Income

- 7.5.1. Means sources of income that are exempted from all Basic Funding Rule calculations.
- 7.5.2. Currently the only exempted forms of income are:
 - i. Membership fees.

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ii. Merchandise sales.

7.6. Mandatory Income

- 7.6.1. Means any sources of income that students must pay to attend an event or to participate substantially in an event.
- 7.6.2. For example, tickets at a ticketed event are considered to be a mandatory source of income, because students must purchase that ticket to attend the event.

7.7. Voluntary Income

- 7.7.1. Means any source of income that is voluntary in nature and that does not have a significant impact on students attending or participating in an event.
- 7.7.2. Voluntary income is exempted from being included in the Mandatory Lose Rule Calculation.