

# AUSTRALIAN NATIONAL UNIVERSITY STUDENTS' ASSOCIATION

## *Student Services and Amenities Fee Funding Proposal 2019*

Oct 2018



# EXECUTIVE SUMMARY

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The ANU Students' Association is the peak representative body for all undergraduate students at the University. Every undergraduate student is a member of the Association unless otherwise declared.

ANUSA provides a wide range of services to students in line with the primary objectives specified under Section 4 of the ANUSA Constitution. These include:

- a) to promote the welfare of, and further the interests of, Undergraduate Students;
- b) to work for quality and equity in higher education;
- c) to afford a recognised means of representation for Undergraduate Students within the University and the wider community; and
- d) to foster community, equity and diversity within the University.

In 2019, ANUSA is committed to being:

- A voice for all undergraduate students on campus, including international students and non-residential students;
- Consultative and responsive to students' needs and wants;
- An association that supports its members and representatives to build skills both internally and externally.

To achieve these objectives and enrich the university experience for all undergraduate students, ANUSA has divided its core operations into four broad categories, which are expanded within this document:

- Administration of the Association
- Salaries & Wages
- Student Engagement
- Welfare & Advocacy

In 2019 ANUSA is seeking the sum of \$2,261,105.41 of which \$105,101.10 accounts for shared services. The SSAF bid reflects consultation with ANU students, ANUSA Departments, current and future members of ANUSA's Student Representative Council (SRC), Postgraduate and Research Students' Association (PARSA), ANU Sport, ANU Student Media and ANU Division of Student Life (DSL). In addition, it is important to note that the funding requested reflects the actual expenditure projected for 1st December 2017 to 30th November 2018.

The funding being sought will be used for the provision of numerous vital and ongoing projects which have proven crucial to undergraduate students' life at ANU, including (though not limited to):

- Students Engagement Programs, such as O-Week, Bush Week, Sex and Consent series and targeted events for historically disengaged and under-represented students

- Students Support & Services, including the Brian Kenyon Student Space (BKSS), the student meals program, legal services, and Student Assistance grants
- Advocacy & Welfare Initiatives and Projects, such as Less Stresstival and the Skill Up program
- Collaboration with ANUSA Departments and other marginalized student groups on addressing the specific needs of those students.
- Supporting the Clubs Council and ANU clubs to thrive through the provision of training made available to ANU Clubs executives

Additionally, in 2019 ANUSA is proposing to build on and introduce some projects including:

- Supporting and developing our programs to up-skill our members and student leaders
  - Looking into options to develop skill up as an on campus initiative, allowing more members to increase their ability to access part time jobs while at University. Additionally, ensuring that our student leaders are able to receive the training that they require to develop and work towards bettering the ANU undergraduate community.
- Long term Sustainability
  - Ensuring that The Association experiences minimal disruption from year to year, whilst allow representatives the freedom to engage in projects they are passionate about, through ensuring the Association is sustainably staffed.
- Building on the successes of 2019
  - ANUSA hopes to build on the successes of NAIDOC Week and National Science Week, as two key events that showcased the talents and creativity of our student leaders.

ANUSA has consistently provided reliable services to students. In 2018 we have seen an increase in access to our services, alongside the success of some exciting new initiatives. This bid reflects a desire to continue such successes, alongside ensuring that we are able to support and sustain students' wellbeing.

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## SSAF SUBMISSION FOR 2019

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This submission details ANUSA's requested funding from the SSAF funding pool for 2019. The submission has been structured to provide an overview of the total amount requested, broken down by both line items (see Table 1) and the different SSAF categories (see Table 2). In addition, this section includes information regarding the methodology used in the development of the submission. The submission further details each of the Association's broad categories of expenditure as outlined below:

- Administration: the necessary expenditure for all the administration services needed for day to day operations and ensuring the Association is compliant with all requirements. This section includes costs of utilities, cleaning, auditing and more.
- Salaries & Wages: including but not limited to the cost of all professional staff, ANUSA Executive, Department Officers and BKSS managers. Note some of the professional staff are shared across ANUSA, PARSA and ANUSM.
- Student Engagement: Funding for Clubs and Societies, first year camps, as well as Orientation Week, Bush Week and much more. Note the funding for Clubs and Societies is a shared service between ANUSA, and PARSA.
- Welfare & Advocacy: Legal advice, assistance with Centrelink, tax advice, emergency grants, student meals program, accommodation issues, NUS accreditation and Skill Up program.

Short justifications are provided for all line items, excluding administration costs. Line items over \$20,000 have a full project report detailing outcomes in 2018 and proposed goals for 2019, including justification for any significant price increases or decreases. The effect of the Consumer Price Index (2%) has also been applied when considered necessary. New projects have a full business case attached.

## *Student Consultation*

Consultation is core to ANUSA's objectives, as it provides opportunities to better reflect the ideas, needs and opinions of students. In the formation of this document, many channels were used to ensure students could contribute to the ANUSA SSAF bid for 2019. These channels included:

- Drop-in consultation sessions with students in the BKSS, with opportunities for students to discuss, briefly or in depth, their ideas for SSAF funding and their questions regarding the process. These drop-in sessions allowed us flexibility to tailor our consultation for the needs of specific students.
- Digital platforms were utilised to give students an opportunity to submit ideas electronically through an online feedback form.
- Email consultation with all ANUSA Department officers, with opportunities for in-person consultation for those with specific questions and ideas.
- Email consultation with the 2018 ANUSA Student Representative Council, with opportunities for in-person consultation for those with specific questions and ideas.
- One-to-one consultation as well as online feedback form for elected ANUSA representatives for 2019;
- Meetings with DSL, PARSA, ANUSM, and ANU Sport to discuss opportunities to collaborate and thus reduce expenditure across organizations.

ANUSA opened up to Student Consultation both online and in person. Engagement with both consultation methods was low. However, more informally, a major concern raised was over the amount spent on salaries and wages. We acknowledged this, but also noted that in keeping with the fair practices and workers' rights that we promote through our campaigns and student assistance unit, we must do so in our own organisation.

## *Methodology*

This submission has been developed using the projected totals for the 2018, based on the actual expenditure during the period 01/12/2017 - 30/11/2018. Where relevant, inflation has been accounted for at 2%. Note the 2018 SSAF Allocation has been provided to allow for comparison.

Two tables have been provided below. **Table 1** provides an overview of the 2019 submission broken down by line item. **Table 2** provides an overview broken down into the different SSAF categories. Note the breakdown into different SSAF categories assumed the equal distribution of funds for line items with more than one category.

Table 1 Overview of ANUSA 2019 SSAF Submission

<b>ANUSA SSAF Bid 2019</b>					
<b>The Australian National University Students' Association Incorporated</b>					
<b>For the year ending 30 November 2019</b>					
<b>#</b>	<b>Items</b>	<b>2018 Projected Totals</b>	<b>2018 SSAF Allocation</b>	<b>2019 SSAF Bid</b>	<b>SSAF Categories Applicable</b>
1.01	Accounting/Bookkeeping	\$982.00	\$1,080.00	\$1,500.00	c
1.02	AICD Training*	\$0.00	\$6,670.00	\$0.00	c
4.01	ANUSA Committee Projects	\$15,500.00	\$26,000.00	\$25,000.00	a, b, c, f, m, n, o, p, q, r, s
1.03	Auditing	\$12,460.00	\$12,460.00	\$16,460.00	c
1.04	Bank Fees	\$1,788.00	\$2,570.00	\$2,000.00	c
4.02	BKSS Food/Consumables*	\$25,000.00	\$25,000.00	\$28,000.00	b, c, l, r
4.03	BKSS Non-food*	\$10,000.00	\$10,000.00	\$10,000.00	a, b, f, i, s
1.05	Bus Expenses	\$5,000.00	\$7,000.00	\$7,000.00	b, c
3.01	Bush Week	\$21,192.40	\$27,000.00	\$35,000.00	a, b, c, f, g, m, n, r, s
3.03	Clubs Events*	\$21,200.00	\$21,200.00	\$25,000.00	b, f, h, i, m, o, r, s
1.06	Cleaning	\$9,000.00	\$9,000.00	\$26,000.00	a, c, f, h, m, n, o, p, q, r, s
3.02	Clubs Council	\$10,202.03	\$16,615.00	\$7,500	a, b, c, f, h, k, m, o, r, s
3.04	Clubs Funding	\$100,000.00	\$175,000.00	\$175,000.00	a, b, c, f, h, k, m, o, r, s
3.05	College Camps	\$35,000.00	\$35,000.00	\$30,000.00	a, b, c, m, o, s
4.04	College Representatives	\$7,200.00	\$7,200.00	\$8,200.00	c
4.05	Departments & Collectives	\$110,000.00	\$110,000.00	\$110,000.00	a, b, c, f, l, m, o, p, q, r, s

4.06	Education Committee	\$7,000.00	\$7,000.00	\$12,000.00	a, b, c, k, q
1.07	Elections	\$1,500.00	\$1,500.00	\$1,500.00	c
1.08	Equipment	\$2,000.00	\$4,000.00	\$5,000.00	b, c, m
1.09	Fees & Subscriptions	\$4,794.00	\$4,410.00	\$5,000.00	c
3.06	General Representatives Projects	\$1,000.00	\$3,000.00	\$4,000.00	a, b, c, f, g, o, q, r, s
1.1	IT Support and Equipment	\$3,000.00	\$4,000.00	\$15,000.00	c
3.07	Leadership and Professional Development	\$37,500.00	\$37,500.00	\$41,000.00	b, c, f, h, m, o, r, s
1.11	Legal Expenses	\$24,076.00	\$9,680.00	\$30,000.00	c, e
3.08	Marketing & Communications*	\$32,000.00	\$32,000.00	\$38,514.00	b, c, f, g, h, k, m, n, o, p, q, r, s
1.12	Meeting Expenses	\$2,000.00	\$2,000.00	\$2,000.00	c
4.08	NAIDOC Week	NA	NA	\$62,500.00	a, b, f, m, o, q, r
3.09	National Science Week	NA	NA	\$5,000.00	a, b, f, h, m, o, r
4.10	NUS	\$4,609.17	\$13,000.00	\$18,000.00	c, f, k, n, p, q
1.13	Other Employee Expenses	\$13,472.00	\$13,000.00	\$13,500.00	c
3.10	O-Week	\$133,780.00	\$113,780.00	\$130,000.00	a, b, c, f, g, m, n, r, s
1.14	Printer	\$6,500.00	\$6,500.00	\$6,500.00	c
4.07	Education Series	NA	NA	\$5,000	a, c, i, k, p, q, s
1.15	Repairs and Maintenance	\$1,153.00	\$3,000.00	\$2,000.00	c
2.01	Salaries and Wages -ANUSA	\$611,522.00	\$611,522.00	\$947,499.58	b, c, f, g, h, i, o, n,
2.02	Salaries and Wages -Shared *	\$334,732.00	\$334,732.00	\$89,830.00	b, c, e, f, g, h, i, j, o, n, p, q, r, s
4.12	Skill Up	\$15,000.00	\$15,000.00	\$25,000.00	f, h
1.16	Stationery/General Supplies/Postage	\$2,500.00	\$2,000.00	\$3,000.00	c
4.10	Student Assistance Unit Grants	\$20,000.00	\$30,000.00	\$35,000.00	a, f, g, i, s

4.11	Student Assistance Unit Purchases	\$10,000.00	\$20,000.00	\$25,000.00	a, d, f, i, r, s
3.11	Student Engagement	\$25,000.00	\$36,500.00	\$45,000.00	a, b, c, f, m, n, o, r, s
2.03	Superannuation Expenses - ANUSA	\$51,355.00	\$51,355.00	\$109,640.73	c
2.04	Superannuation Expenses - Shared *	\$47,480.00	\$47,480.00	\$15,271.10	c
1.17	Telephone	\$500.00	\$500.00	\$400.00	c
4.13	Training	\$13,101.85	\$15,000.00	\$20,000.00	b, c, f, h, o, r, s
3.12	Universal Lunch Hour	\$10,000.00	\$10,000.00	\$13,000.00	a, f
1.18	Utilities	\$11,000.00	\$11,000.00	\$15,500.00	c
2.05	Workers Compensation Insurance - ANUSA	\$8,260.00	\$8,260.00	\$10,000.00	c
2.06	Workers Compensation Insurance - Shared *	\$4,130.00	\$4,130.00	\$3,790.00	c
	<b>VC Student Leadership</b>	\$12,500.00	\$12,500.00	NA	
	SEEF Admin	\$21,780.00	\$21,780.00	NA	
	<b>Total</b>	<b>\$1,857,769.45</b>	<b>\$1,997,924.00</b>	<b>\$2,261,105.41</b>	

Table 2 Overview of ANUSA 2018 SSAF Submission by category

SSAF Category	Total Cost per Category
a	\$94,087.95
b	\$224,433.66
c	\$462,005.56
d	\$4,166.67
e	\$21,416.43
f	\$240,397.30
g	\$153,594.27
h	\$172,751.56
i	\$151,859.83
j	\$6,416.43
k	\$27,326.90
l	\$7,000.00
m	\$83,741.84
n	\$158,786.19
o	\$191,897.30
p	\$27,729.69
q	\$39,502.71
r	\$97,959.85
s	\$96,031.28
<b>Total</b>	<b>\$2,261,105.41</b>

## Overview (describe the purpose of the funding including justification for any increase over expenditure in previous year)

Like any association, ANUSA has administrative costs which cannot be avoided. ANUSA is tasked with providing services to meet the needs of over 13,000 students. To ensure the smooth and successful operation, these funds are essential to sustain the organisation. The following items are essential for the effective running and management of the Associations core priorities including costs of utilities, cleaning, auditing and more.

Costs for the majority line items are similar to 2018 estimated expenditure. However, line items to be highlighted for major increased include Accounting/Bookkeeping, cleaning, IT support & equipment and legal expenses.

### Accounting/Bookkeeping:

- The cost of Xero, our Accounting software, has risen from \$90 per month to \$125 for 2019.

### Auditing:

- We are required to undertake extra auditing of departments which is estimated to cost an extra \$4,000.

### Cleaning:

- ANUSA is expecting a spike in cleaning fees when moving into our new building in 2019. These costs are unclear but we are estimating an average monthly cleaning fee of approximately \$2,110 based on current costs in Melville Hall.

### IT Support & Equipment:

- The current laptops ANUSA staff use are 5 years old and slowing down, hampering the effectiveness of the Association. The Association needs to buy new laptops to ensure staff can complete their duties efficiently.
- ANUSA will require 6 new sets of laptops and docking stations costing approximately \$1978.00 per set through ITS purchasing.

### Legal expenses:

- Legal expenses cover the costs of licencing and necessary legal software required for ANUSA to deliver our legal service. It also covers additional legal costs for legal support for the Association, where required.

## Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	2019 AMOUNT	2018 estimated expenditure	2017 actual expenditure
Accounting/Bookkeeping - Xero	\$1500.00	\$982.00	\$1,063.66
AICD Training*	\$0.00	\$0.00	\$6,667.00
Auditing	\$16,460.00	\$12,460.00	\$11,560.00
Bank Fees	\$2,000.00	\$1,788.00	\$1,373.33
Bus Expenses	\$7,000.00	\$6,744.00	\$7,332.98
Cleaning	\$26,000.00	\$9,000.00	\$7,964.59

## Administrative expenditure

Elections	\$1,500.00	<i>\$2,000.00</i>	\$779.06
Equipment	\$5,000.00	<i>\$2,000.00</i>	\$0.00
Fees & Subscriptions	\$5,000.00	<i>\$4,794.00</i>	\$5,338.44
IT Support & Equipment	\$15,000.00	<i>\$1,147.00</i>	\$0.00
Legal Expenses	\$30,000.00	<i>\$24,076.00</i>	\$8,920.21
Meeting Expenses	\$2000.00	<i>\$1,700.00</i>	\$2,035.69
Other Employee Expenses	\$13,500.00	<i>\$13,472.00</i>	\$10,331.68
Printer	\$6,500.00	<i>\$6,295.00</i>	\$5,825.85
Repairs & Maintenance	\$2,000.00	<i>\$1,153.00</i>	\$2,800.58
Stationery/General Supplies/Postage	\$3,000.00	<i>\$2,880.00</i>	\$2,098.67
Telephone	\$400.00	<i>\$400.00</i>	\$210.21
Utilities	\$15,500.00	<i>\$13,500.00</i>	\$4,587.66
<b>TOTAL</b>	\$156,027.00	<i>\$104,391.00</i>	\$72,222.61

## **Overview (describe the purpose of the funding including justification for any increase over expenditure in previous year)**

Salaries & Wages represents the largest portion of the Associations' budget. These funds go to paying professional and casual staff who provide welfare and legal services to students, and staff who assist with the administration and management of the Association. The 2019 Salaries and Wages, Superannuation Expenses, and Workers Compensation line items have been calculated in consultation with the Financial Controller and Operations Manager.

### **SALARIES AND WAGES - ANUSA**

The Association employs several professional staff who work solely for ANUSA, including an Operations Manager, Communications Officer, two Student Assistance Officers, General Counsel Lawyer, and casual Clubs Administrative Assistants. There will be an EBA increase in July 2019 to professional staff salaries which has been accounted for and included in the wages. The long service leave for two members of professional staff has been included.

In addition, ANUSA Salaries and Wages fund stipends for the ANUSA Executive and Departments. There is also a general Honoraria pool accessible to representatives and student volunteers who have gone above and beyond their roles. These funds are provided to recognise the substantial efforts that students make throughout the year. The ANUSA Executive and Department Stipends/Honoraria have been increased by 2% to account for CPI, as per the ANUSA payment regulations.

We also hire casual coordinators for significant weeks and programs, including O-Week, Bush Week, and Sex and Consent series. These are now casual staff roles rather than contractor roles. These expenditures are also attributed to Salaries and Wages - ANUSA.

There are some shifts in allocation from the 'Salaries and Wages – Shared' to 'Salaries and Wages – ANUSA'. This includes the reallocation of the General Counsel Lawyer and BKSS staff to 'Salaries and Wages - ANUSA'. The Financial Controller role remains a shared service.

Changes in this line item are attributed to:

- Increase to 2 full time Student Assistance Officers who have been reclassified to level 6.1
- BKSS Staff are no longer shared staff but fall under Salaries and Wages – ANUSA, this accounts for a large increase in the Salaries and Wages – ANUSA line item
- The lawyer is no longer shared, though the service provided is shared
- The increase of the financial controller from 0.7 FTE to 1.0 FTE
- Following legal advice the O-week, Friday Night Party, Sex and Consent, and Bush Week coordinators are now casual employees of the Association rather than contractors
- 2% CPI increase to Executive and Department Stipends/Honoraria and EBA increases to staff salaries

We understand that the Salaries and Wages line item is a large portion of our bid, however we have tried to minimise Salaries and Wages costs where possible. One example is the change in need for a First Year Camp coordinator, instead the camps will be coordinated by the Education Officer and Vice President.

## SUPERANNUATION AND WORKERS COMPENSATION

The changes in the Superannuation Expenses line items reflect the movement in both of the Salaries and Wages line items. Workers Compensation Insurance has been estimated according to actual 2018 expenditure.

## ALLOWANCES

Three members of professional staff are eligible for First Aid Allowance and OH&S Rep Allowance.

## CASUAL COORDINATORS

After receiving strong legal advice, ANUSA will be seeking to pay O-Week, Friday Night Party, and Bush Week Coordinators as employees at ANU Level 2.0. Previously, these people have been engaged as contractors, however, it is fair and appropriate that we now transition to a casual model of payment.

The amount of hours allocated to these roles has been carefully considered with consultation with previous coordinators, time sheets, and staff. We have also reflected on the role of the new member of professional staff, the Community Life Officer, and how their role will intersect with these events and will assist in reducing the workload of the coordinators.

By paying the coordinators as staff, we can reasonably expect more of them. As such, we will be able to deliver a more professional, safe, and secure O-Week and Bush Week. As casual members of staff, we expect they will interact at a higher, more collaborative level which will, in turn, ensure more efficient operations.

## Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	2019 Amount	2018 estimated expenditure	2017 actual expenditure
Salaries and Wages - ANUSA	\$947,499.58	\$611,522.00	\$603,054.18
Salaries and Wages - Shared	\$89,830.00	\$334,732.00	\$204,879.00
Superannuation Expenses - ANUSA	\$109,640.73	\$51,355.00	\$81,156.48
Superannuation Expenses - Shared	\$15,271.10	\$47,480.00	\$34,768
Workers Compensation Insurance - ANUSA	\$10,000.00	\$8,260.00	\$5,431.50
Workers Compensation Insurance - Shared	\$3,790.00	\$4,130.00	\$2,715.75
Total	\$1,176,031.41	\$1,057,479.00	\$932,004.91

### 3. STUDENT ENGAGEMENT

With 13,000 members of our Association, ANUSA is consistently exploring innovative and interesting ways to engage with undergraduate students. The Association runs numerous activities throughout the year to develop an engaging, exciting and inclusive on-campus community, and to increase awareness of ANUSA's welfare services and advocacy function. The Association's work in engaging students is vital for a positive student experience and transition into university life. In addition, while important for all students, it is particularly important for non-residential and international students who are more at risk of not engaging with ANUSA and the University. As such, ensuring consistent and diverse student engagement projects each year leads to a more effective, better utilized and higher valued ANUSA and increases the reputation of the ANU as a university. Table 3 below provides an outline of student engagement activities for 2019. ANUSA will be relocating to a new and exciting student hub, meaning we will need to work extra hard to maintain our reach and accessibility to students. The move to Kambri is an exciting one for the Association and undergraduate students; ANUSA is thrilled to make the most of this fantastic opportunity to engage in new and interesting spaces.

**Table 3: Overview of ANUSA 2017 SSAF Submission - Student Engagement**

#	Items	2018 Projected Totals	2018 SSAF Allocation	2019 SSAF Bid	SSAF Categories Applicable
3.01	Bush Week	\$21,192.40	\$27,000.00	\$35,000.00	a, b, c, f, g, m, n, r, s
3.02	Clubs Council	\$10,202.03	\$16,615.00	\$7,500.00	a, b, c, f, h, k, m, o, r, s
3.03	Clubs Events	\$21,200.00	\$21,200.00	\$25,000.00	b, f, h, i, m, o, r, s
3.04	Clubs Funding	\$110,000.00	\$175,000.00	\$175,000.00	a, b, c, f, h, k, m, o, r, s
3.05	College Camps	\$35,000.00	\$35,000.00	\$30,000.00	a, b, c, m, o, s
3.06	General Representatives Projects	\$1,000	\$3,000.00	\$4,000.00	a, b, c, f, g, o, q, r, s
3.07	Leadership and Development	\$37,500.00	\$37,500.00	\$41,000.00	b, c, f, h, m, o, r, s
3.08	Marketing & Communications	\$32,000.00	\$32,000.00	\$31,514.00	b, c, f, g, h, k, m, n, o, p, q, r, s

<b>3.09</b>	National Science Week	NA	NA	\$5,000.00	a, b, f, h, m, o, r
<b>3.10</b>	O-Week	\$113,780.00	\$113,780.00	\$130,000.00	a, b, c, f, g, m, n, r, s
<b>3.11</b>	Student Engagement	\$25,000.00	\$36,500.00	\$45,000.00	a, b, c, f, m, n, o, r, s
<b>3.12</b>	Universal Lunch Hour	\$10,000.00	\$10,000.00	\$10,000.00	a, f
<b>Total</b>		<b>\$416,874.43</b>	<b>\$507,595.00</b>	<b>\$539,014.00</b>	

## **Project Overview (include how much funding has been allocated to the project)**

Bush Week plays a vital role in the Orientation of undergraduate students starting in Semester 2. Students commencing mid-way through our academic year face an increased number of challenges, as they do not have access to the same support networks that many students establish in Orientation Week. Many of these students are non-residential students and/or international students. It is imperative to engage and stimulate these vulnerable groups as soon as they commence university, to ensure they are provided with the opportunity to establish strong support and social networks so that they do not fall through the cracks and withdraw from ANUSA and the ANU.

Bush Week is also an important social space for existing students, as it serves to reinforce friendships and social networks and encourage existing students to develop ties to different communities.

Bush Week is important, in that it is an opportunity for:

- (1) The ANU to connect students with its various services
- (2) ANUSA to connect students with its various services
- (3) Clubs and Societies to develop new initiatives, refine their strategic direction and therefore re-engage new students. Market Day, and events throughout the week, provide opportunities for these Clubs and Societies to have conversations with new students about their communities.
- (4) Students at higher risk (international students, non-residential students) to be engaged with student life and culture
- (5) New arrivals to transition easily into their new educational home

In 2018, the Bush Week team coordinated one of the most successful Bush Weeks ANUSA has seen, in terms of attendance at events and engagement with new students. This was achieved despite the challenges that the construction of Kambri posed. Through the use of alternative venues on campus as well as external venues, the team were successful in their endeavour to prove the necessity of the ANUSA Bush Week program to all students. We received \$27,000 from SSAF, and a small amount of additional revenue from ticket sales and sponsorship.

## **2018 project outcomes**

The 2018 Bush Week Team set out to prove the necessity of a vibrant and robust Bush Week program within the ANUSA Calendar. This year's theme was "luminous". Their major achievements were:

**Original events:** We wanted the program to be fresh and exciting. For example, we had: a tour of a local winery, a live music event in an iconic and historical Canberra building (Yarralumla Woolshed), ANU's first ever Fringe Festival (multi-location performance night) and an After Dark PARTY (dry) in Hancock Library!

**Attendance:** Our attendance levels at events were through the roof. It was so nice to see students smiling, meeting other people and having a good time. It was amazing to see so many people engage with Bush Week.

**Improving the accessibility of social events:** We worked hard to improve our overall approach to event accessibility. This included ensuring that there was information in Facebook event descriptions about the accessibility of individual events. Other steps we took included booking accessible buses for trips away from Canberra and checking in with venues and event organisers to see how we could arrange for accessible entrances and exits to events. Further, we worked hard to ensure food options at events catered to dietary requirements, and we briefed volunteers adequately of the tasks required of them prior.

## 2019 project goals

Including educational workshops and opportunities in the program: for example, a Guided Tour of the ANU Indigenous Heritage Trail, a Tenants Rights workshop (run by the Education Officer), Tackling financial responsibilities (run by the Treasurer) and a Beeswax Food Wrap Making Workshop (run by a General Representative)

In 2019 ANUSA is looking to continue the successes of Bush Week 2018 and expand on them. This year ANUSA ran a highly attended Bush Week that engaged with a diverse range of students and delivered a lot of original events.

Building on the successes of 2018, we aim to implement the following improvements/changes to this project which in nature will require additional funding. This Bush Week was very efficient in its spending and delivery. ANUSA is asking for less money than we have historically, seeking only a small increase to build upon the work of this year's team. This is because we would like to run a few larger events with the smaller events. The objective of this balance is to encourage more people to engage with Bush Week by offering a larger variety of events.

*Many of these are similar to the improvements/changes listed in the O-Week project report, to ensure students arriving in Semester 2 to experience a similar social week in terms of what is offered and the overarching goals of the organising teams.*

- **Inclusive events.** Strong collaboration with the ANUSA Departments ensures that events are intersectional, accessible, and inclusive. However, being inclusive extends beyond collaboration - O-Week events will proactively seek to be inclusive for all members of ANUSA.
- **Varied intensity of events.** Although this was catered for this year, we would like to focus strongly on having a series of events that are suitable for people with varied interests and levels of energy. Parties aren't for everyone, but neither are board games. As mentioned in the Student Engagement bid, the flavour of some events will be "interactive", which are low energy but high impact. One such event that could be run is similar to the highly successful "night market" that was run in 2018 and saw over 500 people attend.
- **More effective pre-arrival communication.** O-Week is overwhelming and many students feel like they are unaware of the events that are occurring on campus. We have started drafting a Survival Guide that is comprehensive and thorough. This will equip students with everything necessary for them to be at ANU. Further, we will also engage with O-Week volunteers earlier than usual, and investigate the possibility of establishing further pre-arrival communication channels between new students and existing students.
- **Welcome packs for new international and exchange students.** Getting settled into Canberra with nothing but a suitcase and hand luggage is an extremely difficult task, and one that new international and exchange students face at the start of each semester. We would like to explore the possibility of creating free welcome packs for these students which would include some basic snacks, cutlery, and other amenities and information that are necessary for your first few days in a new country. Although this has been previously explored, it is something that can be rolled out with the Survival Guides + Welcome Bags.

- **Extending Bush Week from 5 days to 7 days:** Many of ANUSA's Bush Week events are squeezed into 5 days. We would like to spread them out more by running Bush Week from Monday – Friday and then post-Bush Week. This will allow late arrival students to find community and make friends.
- **More clubs and societies events:** Clubs and societies represent the niche and varied interests of students, and it is important that they are visible beyond their stalls at market day. Events run by clubs in 2018 were very successful. For example, the ANU Film Group ran a booked out screening of Thor. These events gave clubs the opportunity to engage with students through vibrant and specialised events, and this is something we want to expand in 2019. By encouraging more involvement from clubs, more interest areas can be engaged with, therefore increasing the possible contact points between students and ANUSA.
- **Strong Faculty Engagement:** We want to empower ANUSA College Representatives to run more events specifically aimed at socialising students in the same academic programs. Establishing strong academic support networks early on in the academic year is important for prevent poor academic performance and academic distress during assessments, as students will be used to accessing resources and support all year round.
- **Running more larger scale events in collaboration with residential halls, academic colleges and clubs and societies.** We recognise the importance of encouraging a strong sense of belonging at the ANU, so we would like to foster campus culture in 2019 by collaborating on larger scale events and initiatives in Bush Week. Events such as the Comedy Night as a Burgmann Toga alternative that was run this year in collaboration with residential student leaders would be events we would like to see continue in 2019.
- **Day Trips around the Canberra region:** We want to run more day trips during O-Week to showcase the Canberra region to new students, specifically new international and exchange students. We would also like to investigate the possibility of a day trip to Sydney to show new international and exchange students a different part of Australia.
- **Running more off-campus events.** A criticism ANUSA often receives is that on-campus social events are inaccessible to those who do not have a car and rely on public transport to move around Canberra, especially events later at night. We want to investigate running events in suburbs like Belconnen and Woden, so students who live in those areas are more likely to be able to attend.
- **Equity-based ticketing schemes.** We seek to continue this scheme as has been done this year. Many students support themselves throughout university, so attending ticketed events is not always an option if they have other financial priorities.

<b>COST ITEM</b>	<b>AMOUNT</b>
Food	\$4,000
Merchandise	\$5,000
Marketing	\$4,000
Market Day	\$6,500
Events	\$10,000
Winter Festival (including equipment)	\$20,000
Contingency	\$1,000
Volunteer Management	\$500
<b>TOTAL SSAF</b>	<b>\$35,000</b>
<b>TOTAL External revenue</b>	<b>\$16,000</b>
<b>TOTAL (SSAF + External Revenue)</b>	<b>\$51,000</b>

## Project Overview

The Clubs Council is responsible for the administration and management of the Clubs and Societies affiliated with ANUSA. They play a significant role in ensuring that the clubs are running effectively and ensure that the clubs have adequate access to other services provided by ANUSA, such as legal and financial services, when necessary. Since its inception two years ago, Clubs Council has successfully established itself as the governing body of clubs and societies. In 2019, they will further be supported by the new ANUSA Community Life Coordinator, who will play an active role in assisting the Clubs Council and all the other clubs.

In 2018, \$16,615 was allocated to the Clubs Council.

This bid is significantly less than last year as last year included a one-off payment to MSL for our online funding system. Thus the 2019 bid represents the functional costs of the Council managing the societies and fostering a sense of community between them.

More details about what Clubs and Societies have achieved in 2018 is listed in our 'Clubs Funding' bid.

ANUSA is bidding for \$7500 for Clubs Council expenditure. This funding will be used for:

- Marketing and Communications – including investing in branded merchandise for the Clubs Council
- Catering for Clubs Council meetings
- Events – including training events, such as 'Clubs Day Out', which the Clubs Council want to increase the activities and training provided, in collaboration with the Community Life Officer; and Branch Events, which are collaborative events between similar clubs. Given that ANUSA will be in Kambri in 2019, it is worthwhile investing in these events as they provide an opportunity to emphasise the importance of ANU Clubs and Societies to creating campus culture.

COST ITEM	AMOUNT
Marketing and Communication	\$3,000.00
Catering	\$1,000.00
Events	\$3,500.00
<b>TOTAL</b>	<b>\$7,500</b>

## **2019 Project Overview** (include how much funding has been allocated to the project)

Clubs and Societies are one of the cornerstones to the student experience at ANU. It is the primary way that students engage with ANUSA, with more than 150+ clubs available. The diversity of clubs provides both undergraduate and postgraduate students opportunities to connect with other students and expand their social, support and recreational networks. While clubs provide valuable experience in leadership, event management and pastoral care to a number of student leaders, they also assist with the pastoral care challenges experienced by higher risk groups such as non-residential students and international students.

ANUSA 2019 considers funding for Clubs and Society events an important mechanism to improve the student experience at the ANU. The events are a shared service with PARSA. The key event in this area is the Clubs Ball which looks to celebrate our student leaders and the achievements made throughout the year. The Ball is an opportunity to recognise all students who contributed to the ANU community, and specific awards for the organisers of successful events. In 2019, ANUSA is looking to expand the Clubs Ball to reflect the increasing number of Clubs and students (both undergraduates and postgraduates) involved.

In 2018, \$21,200 of SSAF funding was once again allocated to this line item, with the event to take place on the 11<sup>th</sup> of October.

## **2018 project outcomes**

The Clubs Ball, which happens in Term 4 each year, is a testament to the overarching community of passionate students and student leaders. We celebrate Club achievements over dinner and music, and we acknowledge the sheer hard work and passion of student leaders in volunteer positions.

The event is yet to happen in 2018, however it has already sold out and is looking to be a great success.

## 2019 project goals (if there intended changes to the project and its outcomes in 2017, describe these)

In 2019, the Social Officer will be working closely alongside members of the Clubs Council Executive to deliver another successful and vibrant Clubs Ball. In doing so, we will also be engaging students who wish to upskill themselves in event management, to make this event as diverse and as strong as it can be. This will be achieved through outreach via the Clubs Council.

This year, ANUSA is bidding for a slightly higher figure of \$25,000. Due to previous reductions in this figure, the 2018 Social officer was limited in options in regard to perhaps one of the most critical aspects of the night, the venue. Whilst needing to be affordable, it needs to also meet the expectations of students and create a lasting positive impression of the Clubs Council and ANUSA. In addition, the increased funding means that we are able to create a more dynamic and engaging Ball with all students catered too. Students and clubs work tirelessly all year, often much of the time without thanks, and this is the one night to give back to the people who have spent their year making the social life at ANU as vibrant as it is.

However, we also are bidding to increase funding as to make the Clubs Ball as accessible to all students. Many students are living away from home, and have volunteered countless hours often without pay, to bring the social life to ANU, meaning expensive Balls are often missed by many students. Hence, it is our goal to make sure that as many student leaders are able to take part in this rewarding evening as possible.

Further, we will be using the extra money for two purposes. Firstly, we seek to engage security, to ensure that the event is as safe as possible and to mitigate any associated risks. These have been included in the venue hire costs. Secondly, we are seeking to offer equity tickets to students who may not be able to attend this ball. Although we offer subsidised tickets to begin with, they can still be a barrier to students who wish to attend.

In determining the success of the event, a variety of factors will be considered including;

- Number of tickets sold (with the intention of being sold out),
- Attendees satisfaction with food, entertainment and coordination of the night (determined by an online feedback form)
- Satisfaction of event volunteers.

By delivering a strong Clubs Ball, we hope to see an increase in student engagement within Clubs, as well as with ANUSA.

**2019 Budget Request (Summary of project costs, including ongoing costs, if applicable) Projected costs for a ball with 300-350 attendees.**

<b>COST ITEM</b>	<b>AMOUNT</b>
Venue Hire	\$2,000
AV Equipment	\$2,000
Food	\$28,500
Entertainment (DJ, Band)	\$2,000
Photography	\$1,000
Marketing & administrative costs (printing etc.)	\$1,000
<b>TOTAL SSAF</b>	<b>\$25,000</b>
<b>TOTAL EXTERNAL REVENUE (TICKET SALES)</b>	<b>\$15,000</b>
<b>TOTAL (SSAF + EXTERNAL)</b>	<b>\$36,500</b>

## **Project Overview (include how much funding has been allocated to the project)**

For a majority of ANU students, both undergraduate and postgraduate, Clubs and Societies are the primary way in which they engage with ANUSA, PARSA, and the wider ANU community. The Clubs Funding pool goes directly to clubs and societies running activities for the benefit of students. The process of clubs acquiring funding involves an application by a club for grant before they run the activity, and reimbursement after the completion of the activity, when receipts are provided.

In 2018, \$175,000 was received for this line item.

## **2018 project outcomes**

2018 has seen 150 clubs affiliated with ANUSA through the Clubs Council, and we have seen 18 new clubs affiliate.

As of end of September 2018, the Clubs Council has distributed \$87,977.67 in clubs funding. We anticipate further distribution of at least \$20,000 before the end of the year.

This expenditure is not as high as anticipated, due to some structural issues that ANUSA and the Clubs Council have been working through in 2018. The first is the delay in delivery of our online system for grant applications. This system was created specifically for ANUSA by our website host, however delivery of the system was significantly delayed from what was initially expected. The system was delivered in May, and before then, club applications were lower than we would anticipate in future years, because clubs were waiting for the system to be in place. Following its delivery, we have seen an increase in clubs accessing funding, however we also identified issues in the process of approving grants, where a bottleneck was leading to delays. When this issue was identified, ANUSA responded by restructuring the approval process, and has since been working through approvals more efficiently. However, both of these issues have delayed the amount of funding that has been allocated or distributed in 2018.

However, those events that have occurred have been really valuable, and the funding to support clubs life is one of the most important ways to fund student life at the ANU. Club life is diverse, engaging different cultures, religions, academic disciplines, and special interests, and also contributing to students' access to career development.

Over the past week, ANUSA has been asking students to nominate outstanding clubs for awards. In four days, we received 156 nominations, outlining the incredible successes of clubs. Some comments about the value of specific clubs include:

" X club has signed up nearly two hundred members in only nine months of existence. The engagement at all the Society's events has been phenomenal, bringing a sense of community. It has brought people from across the University together based on a shared love of the subject, not just on campus, but in the online community as well. The social media accounts are alive with conversations and debates, across various social media accounts, and also on its own website. The Society has had numerous events frequently throughout the year, the most successful being a launch barbeque earlier this year, and subsequently a trivia night held in association with ANU Trivia, which drew record crowds to the weekly event. The society has had great success in creating a happy, healthy, and lively community in such a short space of time"

“This club is one of, if not the most, regularly active on campus. There are smaller group catch ups on almost every week day that members go along to. There are public meetings every Thursday. There are big camps twice a year for people to go along to. And, there have been super fun events this year, including movie nights, open mic nights, trivia nights and BBQs. The public meetings regularly have around 50-70 people at them weekly. Engagement in this group is really high, and it is a super active group on campus.”

“X Organisation has the best events as they make it very inclusive for everyone. The committee are super friendly which makes coming to their events, always, such a blast and everyone leaves with smiles. They also always take into account the different cultures of X Country and really try to incorporate it into their events.”

The X club offers a variety of events and activities to immerse yourself in the X culture! The weekly dance classes are always so fun and the performances done by their dance group are amazing. I love attending the cultural and language classes as well as I can learn a language but do it in a fun manner by cooking or playing games!”

“100% found this to be the best event I went to. It was not only a fun night for the whole CBE cohort, but also a really informative one and one that intertwined with my career, and my aspirations at university.”

Clubs are a vital part of campus life, and we seek to continue this tradition in 2019.

## 2019 project goals

ANUSA is seeking to continue to access \$175,000 in funding for clubs for 2019. We believe we can use this full funding, given we have addressed the major issues that impinged on expenditure in 2018. Noting the importance of clubs for facilitating support networks, student engagement for the ANU Community, and a sticky campus culture, we are seeking this funding again for 2019.

## 2019 Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	AMOUNT
Clubs Funding	\$175,000
<b>TOTAL</b>	<b>\$175,000</b>

## **Project Overview** (include how much funding has been allocated to the project)

Since 2012, the ANUSA College Representatives have hosted First Year Camps. The primary aim of the camps is to help new students adjust to the demands of University, by equipping them with the knowledge they need to take advantage of all the opportunities offered by the ANU, and by creating opportunities for new students to build lasting and supportive relationships with both their peers and their mentors. First Year Camps present a particular benefit for non-residential and international students who do not have the same opportunities to develop connections and who the university and ANUSA struggle to engage as effectively.

The camps also provide opportunities for later year students to develop their leadership, facilitation, and pastoral care skills, to work with peers within their academic college to design engaging and informative workshops, and to build meaningful relationships with new students. First Year Camps provide ANUSA an opportunity to engage with students and increase awareness of our purpose and services within the student body.

In 2018, ANUSA hired a first year camp coordinator in order to equip first year students with the skills needed to seek help for their wellbeing throughout their time at university. In 2018, \$35000 was allocated from SSAF for College Camps.

This year, we will be changing the structure of first year camps in order to only have one camp. This camp will have a large social aspect, but will also focus on ensuring that students are equipped for their first year of university. As of yet, a location for the 2019 camps has not been selected due to a desire to ensure the best facilities for the purpose of the camps. Hence, \$30,000 is proposed as SSAF funding for 2018 in order to allow maximum flexibility with regards to location.

## **2018 project outcomes**

- Hired a first year camps coordinator to assist with functioning of the camps
- A Batyr survey of 43 students who attended to College of Arts and Social Sciences/College of Asia and the Pacific camp found that 81% reported being more likely to seek help if they needed it.
- A similar survey after the College of Law/College of Business and Economics camp found that 73% of students surveyed were more likely to seek help if they needed it.
- Student friendships were facilitated, with one non-residential student reporting she attended because older students told [her] they met their best friends through ANUSA camps.

## **2019 project goals**

For 2019, we propose a remodelling of these camps, not only to cater for students that will be starting in semester two, but also to ensure that all students are able to access information handed out in these situations. Under this model, there will be one camp held in total, for the whole year. It will not be college specific, and will aim to allow students (particularly those who live off-campus) to socialise and make friends at university. The camp will have sessions about well-being and mental health, as well as information as to where students can find support at university. Mentors will still be required. The camp will still have sessions based on academic colleges, at which students will be able to gain knowledge about their academic college.

- We will run the camp for 60 students, and this will be open to students that may have started their first year in semester 2 the previous year.
- The camps will be explicitly advertised to ensure that students that started in semester 2 but are still in their first year are aware that they can also attend.
- Having one camp also reduces the risk of low ticket sales. We will ensure the camp is early in the semester so that students are not also feeling the pressure of assessments while choosing whether or not to attend the camp.
- The locations we are considering include Jindabyne and Camp Long Beach
- Although this year, sales were not as high, we're hoping the reduction to one camp will assist in bringing back ticket numbers. Students will find both the social and informative aspects engaging and be able to make new friends at university.
- The camps align with ANUSA's strategic goals through student engagement and assisting first years in adjusting to university life.

### **2019 Budget Request (Summary of project costs, including ongoing costs, if applicable)**

<b>COST ITEM</b>	<b>AMOUNT</b>
Accommodation	\$30,000
Transport	\$5,000
Training for Mentors	\$2,500
Showbags	\$1,000
Miscellaneous	\$1,500
<b>Non-SSAF contribution</b>	<b>\$10,000</b>
<b>SSAF contribution</b>	<b>\$30,000</b>
<b>TOTAL</b>	<b>\$40,000</b>

ANUSA considers our General Representatives an important part of the Association, as they coordinate projects that bring benefits to the greater ANU community and hold other ANUSA members accountable for their actions.

In 2018, General Representatives utilised the funds through various projects and events. Any General Representative was able to apply to access the funding pool by having their motions passed at SRC meetings or by approval of the Executive after explaining the details of their projects or initiatives. This gave General Representatives the freedom to activate their passion project and develop their leadership skills.

In 2018 \$3,000 was received for this line item.

In 2018, this fund was used to:

- Consult with students and engage in the drafting process of the new residential hall's constitutions
- Run events and start an off-campus Facebook group that is used to support students who do not and have not lived on campus
- Collate and publish information relevant to supporting Regional, Rural and Remote students who attend ANU
- Engage at national and international representative organisations, particularly for international students, and relay those services into ANU Students.

Our 2019 gen reps are hoping to ensure that they can increase the profile of ANUSA's services and location in the Student Hub building by developing infographics, campaigns and other projects to ensure that students know the ability Gen Reps have to advocate for their interests.

<b>COST ITEM</b>	<b>AMOUNT</b>
General Representative Fund	\$4,000
<b>TOTAL</b>	<b>\$4,000</b>

## **Project Overview** (include how much funding has been allocated to the project)

The personal and professional development for both elected representatives and professional staff is key to the continuing success of the organisation. Through investing in our representatives and staff we seek to build a strong team and as a result will deliver more back to the community within the year.

The most substantial cost within this line item are two leadership development retreats for ANUSA's elected representatives. In addition to the retreats, this line item includes provision to send representatives to conferences throughout the year such as Network of Women Students Australia, Queer\* Collaborations, CISA, Higher Education Australia and Generation Next.

ANUSA's professional staff members are vital to the day-to-day operations of the Association and provide substantial value to the ANU community. To ensure that we can consistently hire and retain the best people, ANUSA must provide opportunities for staff to grow their professional networks and skills. Further, it is necessary for the Association to continue to provide professional development for our staff, as it is part of ANUSA's Enterprise Agreement.

In 2018, \$37 500 was received for this line item.

## **2018 project outcomes**

- Two leadership development retreats for ANUSA's elected representatives. These retreats provided opportunities for the new team to get to know each other, plan for the year ahead and develop greater teamwork and communication skills. Those who attend maintain higher levels of engagement throughout the year and are more likely to engage in discussion at either SRC or CRC. The retreats contributed to a more effective ANUSA, and help representatives develop as leaders.
- Over 15 students were enabled to attend conferences throughout the year, such as NUS Education Conference, Queer\* Collaborations (QC), CISA, Higher Education Australia and Generation Next, and NOWSA.
- Opportunities for ANUSA's professional staff to grow their professional networks and skills. In 2018 this included sending staff to conferences (ANZSSA, Generation Next, CPA ACT), training programs (First Aid, Mental Health First Aid, WH&S) and short education courses (Suicide Intervention Training)

## 2019 project goals

- ANUSA will continue to run our leadership retreats for the ANUSA elected representatives. As central and active student leaders on campus, it is crucially important that we build engagement of our representatives and provide training opportunities to ensure that these representatives are well prepared for their roles.
- Continue to facilitate students attending leadership and development conferences. This ensures the advocacy and services of ANUSA is aligned with best practice and contributing to the national movements in student advocacy. We hope to continue to expand ANUSA's representation at a national level and support the development of ANU's student leaders.
- Continue to provide opportunities for our staff to access professional development.

## 2019 Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	AMOUNT
Leadership Retreats	\$21,000
Conference Costs	\$10,000
Staff Professional Development	\$10,000
<b>TOTAL</b>	<b>\$41,000</b>

## Project Overview (include how much funding has been allocated to the project)

Marketing and Communications enable the association to engage with the undergraduate student population and characterise our organisation as representative of students and a strong voice for change. Through marketing our services, we aim to promote health, wellbeing and help seeking among the student community.

In 2018, \$32,000 was received for this line item.

## 2018 project outcomes

- Weekly ANUSA newsletter to all ANU undergraduate and ANU College students, with an average 29% open rate. This is a 2% increase from 2017.
- ANUSA's social media engagement continue to increase. With 14,400 followers on our Facebook page (1,600 increase since 2017) we have had over 1 million total reach on our posts since December 1 until September this year. We also have over 1000 followers on Instagram.
- Our social media engagement allows us to fund various campaigns such as August 1 and promote ANUSA services such as our free Student Assistance and Legal Assistance services.
- In 2018 ANUSA created a "New @ ANU" Facebook group, following on from its success in 2017. In 2018 this group had 3,216 members with 2,581 active members (all members that have posted, commented or reacted)  
We also created an Off Campus Students Facebook group to create connections between off-campus undergraduate students at ANU. The group has 931 members.
- Transition to the Association's new online platform MSL is going well. The website is averaging 12,000 website visits per month and we also use the platform to post job adverts and send out weekly newsletters to undergraduate and ANU College students. We use our website to advertise our services and important news items. We also use the platform to carry out ANUSA elections.
- In 2018 we provided 3000 diaries and 5000 notebooks as a means of supporting students' study and organisation. Importantly, both of these resources include passive advertising of ANUSA support services and have resulted in an increased demand during 2018.
- Printing collateral used as a means of providing services, enhancing engagement and maintaining the professionalism of the Association, including but not limited to posters, brochures, meal vouchers, postcards and business cards.

## 2019 project goals (if there intended changes to the project and its outcomes in 2018, describe these)

- Expand the Association's reach on social media, establishing ourselves more concretely in different social media platforms, such as Snapchat and WeChat. Younger students and International students are engaging on different social media sites, and it is important to ensure ANUSA is adapting to these other platforms so we can remain engaged with the student population.
- Continuing the provision of printed materials such as diaries, notebooks, posters, postcards and business cards. ANUSA wants to ensure translation of resources if required, and we have built translation costs into our printing costs to ensure we can make our services accessible to all students.
- There is a lot of work to be done to ensure that the Association is communicating our relocation to Kambri so that students can continue to access our essential services. We aim to enhance our signage to ensure that it is very apparent that ANUSA is accessible in the new Student Hub building. We plan on using pull up banners as well as other potential signage to re-establish our presence.
- Finally, the new 'Student Survival Guide.' This guide will be distributed across campus in the lead up to O-week, as well as being included in the first year 'welcome' bags.
  - o The guide will sit at approximately 60 pages and be intended to cover information that first years and students beyond, often find difficult to navigate. By creating a more extended and in-depth guide, it will allow for its longevity in student use beyond the O-week and first few weeks of semester, and gives a much richer view on how to best make the most of both University and Academic life here at ANU. It will be created in collaboration with a number of ANU faculties and ancillaries, with the intention being that by doing so, it can collate and compound the existing survival guides. Accordingly, we expect student engagement to increase as there is greater exposure, and fewer conflicting sources of information for students to be overwhelmed by.
  - o This guide is designed to cover everything from the first year who knows little of ANU and ANUSA, through to the fourth years who still may not be aware of all the services that are on offer. It will particularly highlight and focus on the areas of key concern that students have raised in the "ANUSA Undergraduate Survey" and that are often subject to social/cultural stigma. This will include, but is not limited to things such as; how to make the most of living out of home, the services the University offers (such as doctors, counsellors etc), an explanation of how to access special consideration, coverage of ANUSA and how it can assist students, where the best places to study on campus are and other general life tips that assist student wellbeing and health.
  - o By keeping these goals and booklet length in mind this should see an increase in the usage and accessibility of a variety of services, through better exposure and clearer explanations as to what the services are, where to find them and what they can do for students.

**2019 Budget Request (Summary of project costs, including ongoing costs, if applicable)**

<b>COST ITEM</b>	<b>AMOUNT</b>
Printing (Diaries, Notebooks, Business Cards, Postcards)	\$27,667
Software Subscriptions	\$3,515
Advertising	\$3,900
Merchandise	\$1,882
Signage	\$1,550
<b>TOTAL</b>	<b>\$38,514</b>

# 2019 SSAF Grant Program – Business Case – National Science Week 2019 (ANUSA)

## Project Lead (provide details of the person responsible for the project)

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## Stakeholders (provide details of team members and other stakeholders who are involved in this project)

NAME	CONTACT DETAILS
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ANU Students Association (ANUSA)	<a href="mailto:sa.admin@anu.edu.au">sa.admin@anu.edu.au</a> , (02) 6125 2444
ANU Joint Colleges of Science (JCOS)	<a href="mailto:science.enquiries@anu.edu.au">science.enquiries@anu.edu.au</a> ,
Associate Professor Anna Cowan- Deputy Dean (Education) ANU College of Science (Primary JCOS Contact)	<a href="mailto:anna.cowan@anu.edu.au">anna.cowan@anu.edu.au</a>
Organising Committee (approx. 12-15 members) to be selected from the ANU student body in 2019	<i>N/A at this time</i>
Volunteers to help run events recruited from the ANU student body	<i>N/A at this time</i>
ANU clubs and societies and external organisations that MAY involved in events throughout the week (TBC). These may include (but not limited to): <ul style="list-style-type: none"> <li>• Qwestacon</li> <li>• Teach for Australia</li> <li>• Mulligans Flat</li> <li>• CSIRO</li> <li>• Defence Science and Technology – Melbourne</li> <li>• Canberra Hospital</li> <li>• Fifty50</li> <li>• ANU Science Society</li> <li>• ANU Chemistry Society</li> <li>• ANU Biology Society</li> <li>• ANU Physics Society</li> <li>• ANU Earth and Marine Science Society</li> <li>• ANU Psychology Society</li> <li>• ANU Science Communication Society</li> </ul>	<i>N/A at this time- These stakeholders and their involvement have yet to be confirmed</i>

**Project Statement (describe the project – max. 200 words)**

The project would involve the 2019 ANUSA JCOS representatives, an organising committee (12-15 students) and student volunteers running science themed events at ANU during National Science Week 2019. These events may include (but not limited to) a Diversity in STEM panel, a science careers, research and internship market day, a Science fair (involving fun science activities like Questacon demonstrations) and a large social event for science students and their friends. Some events will be targeted at science students to enhance their university experience and help them explore potential career pathways; and some events will have the aim of exposing the general public and other ANU students to science. We will offer both informative and social/entertainment events to cater to a wide audience.

**Strategic Fit (How will the project support your association's or the [University's strategic objectives](#) – max. 300 words)**

ANUSA has clear aims that intend to engage students in issues related to education and student engagement. This Science Week will allow both Science and non-Science students to engage with Academic and social events which promote collegiality and a relationship with academia outside the classroom. It also intends to promote social engagement that is inclusive of all, as the events will attempt to address a range of issues experienced by students of various backgrounds in STEM, and will continue a conversation about how we as a community can address these issues. This is strongly in line with ANUSA's principles of equality and advocacy within our university and our community.

**Proposed Outcomes and Benefits (What will the project deliver in terms of business, outcomes and return on investment)**

- Exposes science to ANU students and staff who are not in STEM fields and to the general public
- Communicates science to a wide audience increasing awareness and understanding of science in general
- Provides valuable information to ANU science students including information about careers, internships and research opportunities
- Enhances the university experience of ANU students by providing social events and networking opportunities
- Gives select students opportunities to develop leadership and event organisation skills through the organising committee
- Gives volunteering opportunities to students and help them get involved in the ANU campus and its community
- Enhances the visibility of ANUSA and the ANU Joint Colleges of Science
- Promotes diversity in STEM at ANU and encourages valuable discussions within the student body and staff
- Allows students and staff to come together and develop valuable connections/networks

**SSAF categories (What can providers spend fee revenue on? At <https://www.education.gov.au/student-services-and-amenities-fee>)**

A, B, F, H, M, O, R

**Risks (List the key risks that would be facing the project)**

<b>RISK (Description)</b>	<b>RATING Extreme, High, Med, Low</b>	<b>RESPONSE TYPE eg Mitigate</b>
Science fair- potentially hazardous demonstrations and stalls (eg. liquid nitrogen ice cream, reptile zoo, Questacon demonstrations)	Med	<ul style="list-style-type: none"> <li>• Help stall staff in supervising participants and in the dissemination of safety instructions</li> <li>• Ensure participant follow external personals' instructions when participating in activities</li> <li>• Ensure that adequate safety personal are present at the event at all times</li> <li>• Provide volunteers with First Aid training</li> </ul>
Providing food at events and catering- potential for food being incorrectly prepared and served (eg at BBQs) resulting in food poisoning, contamination of food with allergens resulting in allergic reactions, participants consuming food they cannot consume due to health or other reasons, burns, cuts and other first aid incidents resulting from the food preparation process.	Low	<ul style="list-style-type: none"> <li>• Ensure all volunteers prepare food hygienically (eg. Ensure they wash hands, don't contaminate raw and cooked food)</li> <li>• Supplying water-free handwashes/disinfectants at events for food handlers and participants</li> <li>• Labelling foods with dietary requirement information and allergen information</li> <li>• Provide volunteers/organisers with First Aid training at events</li> </ul>

**Timescale (Project timeline and the period over which the benefits will be realised)**

<b>PLANNED START DATE:</b>	19/02/2019	<b>PLANNED END DATE:</b>	01/09/2019
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**Milestones (List the key high level project milestones and timeframes for delivery)**

<b>MILESTONE</b>	<b>START DATE</b>	<b>END DATE</b>
Book event venues and organise key external stakeholders (eg. Questacon, CSIRO, Teach for Australia etc.)	19/02/2019	10/09/2019
Appoint Organising Committee and recruit volunteers	16/04/2019	30/04/2019
Organising Committee event planning training and event planning meetings (including an intensive day)	11/05/2019	10/09/2019
Begin planning and organising advertisement	16/06/2019	28/07/2019

Approach ANU Clubs and societies for help in organising and running events	23/07/2019	10/09/2019
Release events on facebook and social media and begin advertising	27/07/2018	10/09/2019
Run events during National Science Week	11/08/2019	16/08/2019
Post event activities including reporting, submitting reimbursements, settling accounts, sending thankyou's to stakeholders, filling in any forms that are required.	16/08/2019	01/09/2019

**Budget Breakdown (Summary of project costs, including ongoing costs, if applicable: eg: staff salaries, equipment, maintenance, travel, other materials, catering and venue hire, training for staff/students)**

COST ITEM	AMOUNT
Advertising (including printing of posters, T-shirts and banner)	\$400
Catering/food for events	\$2300
Organising and paying external stakeholders, gifts for guests	\$1400
Venue Hire and equipment	\$600
Contingency	\$300
<b>TOTAL</b>	<b>\$5000</b>

**Attachments/Supporting Materials (include document appendix, data, graphs/charts, links to relevant documents)**

Supporting Materials include:

1. section from ANUSA JCOS representatives' College Representative Council 6 2018 report detailing ANUSA National Science Week 2018 (includes details on 2018 budget and expenditure)

## Project Overview (include how much funding has been allocated to the project)

Orientation Week represents the largest individual program run by ANUSA and is the first experience most students have with the ANU and ANUSA. Beyond being a series of social events, it is a quintessential part of the university experience. O-Week aims to bring people from diverse backgrounds together to maintain ANU's supportive, engaged and powerful student community.

O-Week for many students illuminates the opportunities in the university environment, not just as an educational institution but also a space for professional and personal development. For almost all students, academia is only a portion of their student experience and learning while at the ANU. In this way O-Week is a brief embodiment of this holistic university experience.

O-Week is vital to the success of the Association as it is one of ANUSA's largest communication opportunity. A successful O-Week strengthens the ANUSA brand, ensuring all students know the ANUSA name and the services we provide, and thus multiplies the value of all programs run throughout the year. By engaging students in their first interactions at the university ANUSA can establish strong relationships, which will pay dividends for the rest of the year.

In **2017, \$243,966** was spent on O-Week. **\$110,000** came from SSAF and the remaining from ticket sales and external sponsorship.

In **2018, \$295,824** was spent on O-Week. **\$113,780** came from SSAF and the remaining from ticket sales, external sponsorship, and historical non-SSAF funds.

The 2017 numbers have been included to illustrate the increasing costs of O-Week over time.

## 2018 project outcomes

O-Week 2018 was successfully ambitious in nature and a phenomenal week. Through creativity and strong communication, the O-Week team were able to engage with Clubs & Societies, ANUSA Departments, Academic Colleges and Residential Halls to ensure the delivery of back-to-back quality events with high attendance rates and positive feedback. The theme of the week was 'Electric Fever,' and as such, was a week full of vibrant colours, neon lights, and positive events that utilised the entire Acton campus.

### Key events initiatives included:

- **Friday Night Party:** a huge line-up of international and local acts provided a night of entertainment, new friendships, and a memorable end to O-Week. Over 1,200 students attended this event.
- **Market Day:** an opportunity for ANU's Clubs and Societies community, as well as local business and university departments to demonstrate their vibrancy and goals for the year, as well as an important facilitative event for new students to make friends through common or new interests. This year was co-sponsored by the Red Cross Blood Service

### Key outcomes:

- **Student Engagement:** We had one on one interactions with over 2000 students through our week-long ANUSA stall. This was measured by the number of canvas tote bags we handed out.
- **Attendance:** Strong attendance and participation at ANUSA O-Week events. Over 300 students came to our Welcome Brunch which we held at University House, over 3000 students attended Market Day, over 1000 for Fete Day, and most of our ticketed events sold out before O-Week even started.

## 2019 project goals (if there intended changes to the project and its outcomes in 2017, describe these)

O-Week 2019 will be designed considering the successes of 2018, and actively addressing any problems that arose. The opening of Kambri presents many exciting new opportunities for us. The focus of 2019 O-Week will be connecting students to the ANU community, as well as the broader Canberra community. We want to make ANU home for all new students, regardless of their background. O-Week will be a fresh start for new students: a chance for them to embrace university life, make new and meaningful friendships, and feel like they belong to a large community of excellence. This will be reflected in the theme and the events of the week.

Building on the success that ANUSA achieved in seeking sponsorship for O Week 2018 and the good feedback that ANUSA has received from its sponsors, ANUSA will aim to seek more external sponsorships in 2019. All volunteers will receive training in order to ensure student safety. ANUSA will continue to work in partnership with ANU Security around event management in recognition of the risks associated with large-scale parties. In total, **ANUSA is bidding for \$130,000** from SSAF while looking to seek external sponsorship of \$80,000-\$90,000 in order to cover the expenditure of O-Week.

This is a small increase from bids in previous years. As highlighted above, the costs of delivering a safe, secure, and inclusive O-Week are ever increasing. This is to account primarily for the financial costs of non-alcoholic events. As the incoming Social Officer has department experience, they plan to do a lot of collaborations with departments and other key groups during O-Week – this will help to showcase the diverse range of groups that the ANUSA and the ANU have.

We are seeking a smaller amount than previous years for Friday Night Party, but we acknowledge that it is still significant. One of the primary concerns of this year's party was security. By bolstering security numbers and bringing the event back to campus, we are taking more steps to ensure that Friday Night Party is secure, safe, and accessible to students from all backgrounds. By continuing partnerships with ANU Wellbeing, for example, we will be able to provide a safe, comfortable space for students who might need respite. With initiatives like these, this will allow us to genuinely engage with the possibility of allowing people under 18 into Friday Night Party (something which has happened before, in 2017, for example).

Steps have already been taken to mitigate the risks of losing money at this large event. By engaging with companies prior to this bid, we are helping to create a strong partnership that will help deliver a more successful event. Further, the booking company we have signed with will be paid a portion of ticket revenue – this means that the company is incentivised to sell as many tickets as possible, which will ensure a successful Friday Night Party.

Moreover, we have already begun the recruitment process for Coordinators well before last year, allowing us more time to organise this event with greater success.

By learning from the lessons of this year, we will be aiming to sell similar amounts of tickets to the 2016 and 2017 parties (approx. 2-3,000). If our targets and timelines continue to be met as they are, this event will be one of, if not the, highest attended event in 2019.

Building on the successes of O-Week 2018, we aim to implement the following improvements/changes to this project which in nature will require additional funding.

*Please note these are some ideas we would like to trial in O-Week 2019. We have not, however, selected Coordinators yet for O-Week or Friday Night Party, so our creative vision and concrete goals are yet to be determined. With external revenue streams like ticket sales and sponsorships remaining as variables in terms of the O-Week budget, we are bidding for \$130,000 which we will inevitably spend due to the sheer scale of O-Week. We cannot assume that our external sponsorship amount will remain the same as it was in 2018.*

- **Inclusive events.** Strong collaboration with the ANUSA Departments ensures that events are intersectional, accessible, and inclusive. However, being inclusive extends beyond collaboration - O-Week events will proactively seek to be inclusive for all members of ANUSA.
- **Varied intensity of events.** Although this was catered for this year, we would like to focus strongly on having a series of events that are suitable for people with varied interests and levels of energy. Parties aren't for everyone, but neither are board games. As mentioned in the Student Engagement bid, the flavour of some events will be "interactive", which are low energy but high impact.
- **More effective pre-arrival communication.** O-Week is overwhelming and many students feel like they are unaware of the events that are occurring on campus. We have started drafting a Survival Guide that is comprehensive and thorough. This will equip students with everything necessary for them to being at ANU. Further, we will also engage with O-Week volunteers earlier than usual, and investigate the possibility of establishing further pre-arrival communication channels between new students and existing students.
- **Welcome packs for new international and exchange students.** Getting settled into Canberra with nothing but a suitcase and hand luggage is an extremely difficult task, and one that new international and exchange students face at the start of each semester. We would like to explore the possibility of creating free welcome packs for these students which would include some basic snacks, cutlery, and other amenities and information that are necessary for your first few days in a new country. Although this has been previously explored, it is something that can be rolled out with the Survival Guides + Welcome Bags.
- **Including educational workshops and opportunities in the program:** for example, a Guided Tour of the ANU Indigenous Heritage Trail was offered during Bush Week this year, and was very successful. Other examples may include workshops run by various members of the ANUSA team (educational workshop from the Education Officer, financial workshop from the Treasurer etc.)
- **Extending O-Week from 5 days to 7 days:** Many of ANUSA's O-Week events are squeezed into 5 days. We would like to spread them out more by running O-Week from Monday – Friday and then post-O-Week. This will allow late arrival students to find community and make friends.
- **More clubs and societies events:** Clubs and societies represent the niche and varied interests of students, and it is important that they are visible beyond their stalls at market day. Events ran by clubs in 2018 were very successful. For example, the ANU Film Group ran a booked out screening of Thor. These events gave clubs the opportunity to engage with students through vibrant and specialised events, and this is something we want to expand in 2019. By encouraging more involvement from clubs, more interest areas can be engaged with, therefore increasing the possible contact points between students and ANUSA.

- **Strong Faculty Engagement:** We want to empower ANUSA College Representatives to run more events specifically aimed at socialising students in the same academic programs. Establishing strong academic support networks early on in the academic year is important for prevent poor academic performance and academic distress during assessments, as students will be used to accessing resources and support all year round.
- **Running more larger scale events in collaboration with residential halls, academic colleges and clubs and societies.** We recognise the importance of encouraging a strong sense of belonging at the ANU despite the redevelopment occurring in the middle of campus, so we would like to foster campus culture in 2019 by collaborating on larger scale events and initiatives in O-Week. Events such as the Comedy Night as a Burgmann Toga alternative that was run this year in collaboration with residential student leaders would be events we would like to see continue in 2019.
- **Day Trips around the Canberra region:** We want to run more day trips during O-Week to showcase the Canberra region to new students, specifically new international and exchange students. We would also like to investigate the possibility of a day trip to Sydney to show new international and exchange students a different part of Australia.
- **Running more off-campus events.** A criticism ANUSA often receives is that on-campus social events are inaccessible to those who do not have a car and rely on public transport to move around Canberra, especially events later at night. We want to investigate running events in suburbs like Belconnen and Woden, so students who live in those areas are more likely to be able to attend.
- **Equity-based ticketing schemes.** We seek to continue this scheme as has been done this year. Many students support themselves throughout university, so attending ticketed events is not always an option if they have other financial priorities. By introducing an equity based ticketing scheme, especially for more expensive events like Friday Night Party, a limited number of tickets would be set aside to be offered to low-SES students who would like to attend but due to the price of a regular ticket would not be able to. Low SES students are often socially disadvantaged in crucial weeks such as O-Week and Bush Week because they are inherently more expensive weeks for students at the ANU, so we aim to bridge that gap between low SES students and their ability to establish strong social and support networks. The exact model of setting aside a number of 'equity tickets' would be designed by the ANUSA Executive and O-Week/Friday Night Party Coordinators.

<b>COST ITEM</b>	<b>AMOUNT</b>
<b>O-WEEK</b>	
Food	\$8,000
Marketing	\$6,000
Merchandise	\$11,000
Non-Alcoholic Events	\$30,000
Market Day	\$9,000
Events*	\$5,500
Admin/Equipment	\$6,000
Miscellaneous	\$5,000
<i>O-Week Expenditure Sub-total</i>	<i>\$80,500</i>
<b>FRIDAY NIGHT PARTY</b>	
Bands	\$85,000
Production	\$15,000
Staging	\$5,000
Security	\$19,000
Bathrooms	\$2,000
Fencing	\$6,000
Miscellaneous	\$3,000
<i>Friday Night* Expenditure Sub-total</i>	<i>\$135,000</i>
<b>SSAF Contribution</b>	<b>\$130,000</b>
Non-SSAF ANUSA Contribution	\$85,500
<b>TOTAL</b>	<b>\$215,000</b>

## **Project Overview (include how much funding has been allocated to the project)**

In 2018, \$44,500 was allocated to Student Engagement, to address three key aims:

1. Ensuring discourse on campus
2. Social Events
3. Targeting specifically under-engaged students.

In 2019, we are seeking to continue to address all these three aims, with some items moving into separate line items in the budget to reflect their growing significance in the ANUSA vision.

## **2018 project outcomes**

### **1. Discourse on Campus**

- ANUSA is currently in the process of planning our first ever Student-Led teaching awards. We believe this will show more widespread recognition of teachers, both as lecturers and as tutors, and means that teachers of small classes will not be disadvantaged as they are under the Last Lecture method of recognition. The Last Lecture has successfully recognised teachers for years and we will develop this and recognise more staff at the university based of student recommendations.

### **2. Social Committee**

- The 2018 Social Committee has been highly engaged and had a regular output of events. They continue to run their 6-part “Cafes on Campus” event which was consistently highly attended. Though this and other events (like Eurovision Screening), the Social Committee has catered to a different audience of students than would usually be served by a “rave” or party. This enthusiastic body of students are predominantly non-residential, and thus the Social Committee is an invaluable space for these students to access the community and event-planning experience that is more readily available to residential students.
- The goals that were outlined in ANUSA’s 2017-2018 bid were mostly realised with the final ones still in the pipeline. These included: Running a series of day trips to different locations in/around the Canberra Region, encouraging the friendships formed in O-Week and Bush Week by empowering Committee members to run back-to-back social events, and creating resources like guides and online training modules for all students who run events on campus and in Canberra.

### **3. Targeting Specifically under-engaged Students**

#### **• Honours Students**

- ANUSA has consistently provided support to Honours Students in the form of Educational Resources, planning and writing sessions, and culminating in the Honours Retreat. This year Honours retreat had more than 70 applications for the 26 positions that were available, and all feedback was positive during what is a stressful time for many honours students. One student said it was “seriously the best way to overcome study burnout. Being with other people in a similar situation helped me overcome that isolation feeling I’ve been experiencing for most of this year while studying”.

#### **• Off-Campus Students**

- This year one of our General Representatives began working on the Off-Campus Students group, which incorporates a Facebook group and social events that aim to address some of the issues experienced by Off- Campus students, and to provide support for these students that is often offered by residential halls.

## 2019 project goals

### 1. Continuing to support Honours Students

- ANU has a significantly high proportion of Honours Students. ANUSA will continue to run and develop events and programs to support honours students during this time. This includes the retreat that we have run annually and provides an opportunity for students to work on their thesis as they get close to the due date. We will continue to run this retreat, and the increase to funding will mean we are able to make it more available to students.

### 2. Supporting Off-Campus Students

- Not only will we ensure that our regular events are accessible and appealing to off-campus students, but we will ensure that we run regular events specifically for Students who do not live on campus. This is focused through the “Off-Campus Students’ Facebook group, which is the main means of communication through which ANUSA connects with these students.

### 3. Improving and expanding the Less Stresstival

- We hope to create more Stress Packs, as we have consistently run over the last few years.
- We also will run more events that encourage a healthy balance of self-care and study habits during the exam period.

### 4. Social

- While the social committee has been active throughout 2018, ANUSA seeks funding to continue to facilitate this skill sharing space to ensure ongoing events throughout the year that contribute to a vibrant campus culture. The committee has big plans for 2019 and these can be summarised as follows:

#### **1. Running a series of events that have regularity**

As was seen this year with the highly successful “cafes on campus” series, there is a great benefit in having regularity of events. There is so much benefit for students to know that every month, on the same day, ANUSA will have an event, for example. This calendar regularity helps to foster new relationships between students and a broader sense of community.

#### **2. Creating an active and interactive campus**

The Social Committee has always and will continue to complement the robust social program that ANUSA has. Through this conduit, the goal is to not just run events, but create spaces and areas that are interactive and engaging. This might manifest in a visual or auditory sensory experience, for example. This gives people an opportunity to socialise in a low intensity setting. This would be complimented with events that are in less known locations around campus with the intention of facilitating a “secret spots tour”. This would also serve as a way to engaging international students with domestic students on our campus.

#### **3. Collaborations with ethical organisations to promote upcycling**

These kinds of events are great for a few reasons. Firstly, ANUSA is passively signalling to students that we support the work that they do. Secondly, it role models environmental sustainability. Thirdly, by collaborating with local, ethical organisations, ANUSA is supporting the local economy but is doing so at a reduced cost as the organisation will already have infrastructure in place. Finally, this is another type of low intensity event that can run for a whole day, allowing a kind of revolving door for students.

<b>COST ITEM</b>	<b>AMOUNT</b>
Student-Led Teaching Awards	\$2,000
Honours Engagement	\$20,000
Less Stresstival	\$10,000
Social Committee	\$10,000
International Student Engagement	\$1,000
Off-Campus Student Engagement	\$2,000
<b>TOTAL</b>	<b>\$45,000</b>

## Project Overview (include how much funding has been allocated to the project- max 300 words)

Universal Lunch Hour (ULH) is run every Thursday, usually on Chifley Meadows. Different Clubs and Societies are given an opportunity to run the barbecue and engage with students and provide information about being a part of their club or upcoming events. It is one of the main ways that students engage with our services on a regular basis.

In 2018 we were allocated \$10,000 for Universal Lunch Hours.

## 2018 project outcomes (max. 300 words)

ULH is a vital aspect of our student engagement goals, as through providing lunch to students once a week, free of charge, we can achieve a number of things:

- a) Provide a free lunch to students who struggle financially
- b) Talk to students about what ANUSA is and what further services it provides beyond ULH
- c) Space for Clubs & Societies to promote events to students in person
- d) Space for ANUSA Representatives to engage with students in person

ULH is also beneficial to the university Community as it encourages students stay around campus, and provides a free meal option in contrast to the paid option offered in the pop-up.

## 2019 project goals

In 2019 we hope to continue the success of the ULH program in previous years by:

- (a) Ensuring that it is run each week classes are happening. A roster will be coordinated by the 2019 Social Officer.
- (b) Continuing to cater for dietary requirements of attendees.
- (c) Using it as a space to engage with students on a personable level and make them feel welcome at the ANU.

We are also hoping to ensure that ULH is a fun space that creates a social atmosphere, so that students remain on campus. In 2019 ANUSA will be central on campus and will be a focus point in Kambri, and we will use this to improve upon the already great Universal Lunch Hour, by diversifying options and allowing clubs greater flexibility to make Lunch Hour their own.

## 2020 Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	AMOUNT
Universal Lunch Hour	\$13,000
<b>TOTAL</b>	<b>\$13,000</b>

## 4. WELFARE & ADVOCACY

Welfare and advocacy are two of ANUSA's central purposes. The Association's welfare and advocacy services are vital to the quality of the undergraduate student experience and education at ANU, as the majority of students benefit from the services provided by ANUSA, at point in their degree. As of 5<sup>th</sup> October, the 2018 Undergraduate Survey from ANUSA (593 participants) indicated that 13.93% of students surveyed experienced academic issues in 2016, 21.95% of students experienced mental health issues and 11.75% of students experienced issues with employment. Of the students who participated in the survey, only 13% of students reported that they didn't experience any financial, legal, discrimination, safety or academic issues in 2018. As such it is clear that the welfare and advocacy work of the Association, through its Departments, Committees (Mental Health and Education), Brian Kenyon Student Space, and Student Assistance Unit are a fundamental part of the support infrastructure at ANU. It is important to note that administration, salaries and wages and student engagement are crucial in strengthening the position of the Association to support and advocate for undergraduate students. Table 4 below provides an overview of the welfare and advocacy activities for 2018.

Table 4: Overview of ANUSA 2019 SSAF Submission - Welfare & Advocacy

#	Items	2018 Projected Totals	2018 SSAF Allocation	2019 SSAF Bid	SSAF Categories Applicable
4.01	ANUSA Committee Projects	\$15,500.00	\$26,000.00	\$25,000.00	a, b, c, f, m, n, o, p, q, r, s
4.02	BKSS Food/Consumables	\$25,000.00	\$25,000.00	\$28,000.00	b, c, l, r
4.03	BKSS Non-food	\$10,000.00	\$10,000.00	\$10,000.00	a, b, f, i, s
4.04	College Representatives	\$7,200.00	\$7,200.00	\$8,200.00	c
4.05	Departments & Collectives	\$110,000.00	\$110,000.00	\$110,000.00	a, b, c, f, l, m, o, p, q, r, s
4.06	Education Committee	\$7,000.00	\$7,000.00	\$12,000.00	a, b, c, k, q
4.07	Education Series	NA	NA	\$5,000	a, c, i, k, p, q, s
4.08	NAIDOC Week	NA	NA	\$62,500.00	a, b, f, m, o, q, r
4.09	NUS	\$4,609.95	\$13,000.00	\$18,000.00	c, f, k, n, p, q

<b>4.10</b>	Student Assistance Unit Grants	\$20,000.00	\$30,000.00	\$35,000.00	<b>a, f, g, i, s</b>
<b>4.11</b>	Student Assistance Unit Purchases	\$10,000.00	\$20,000.00	\$25,000.00	<b>a, d, f, i, r, s</b>
<b>4.12</b>	Skill Up	\$20,000.00	\$25,000	\$25,000.00	<b>f, h</b>
<b>4.13</b>	Training	\$13,101.85	\$15,000.00	\$20,000.00	<b>b, c, f, h, o, r, s</b>
<b>Total</b>		<b>\$242,411.80</b>	<b>\$288,200.00</b>	<b>\$321,200.00</b>	

## 2018 Project Overview (include how much funding has been allocated to the project)

The Sex and Consent Series and the Mental Health Committee play a significant role in the culture and values that ANUSA hopes to provide and support. Mental Health is a consistent theme throughout much of our advocacy and many of our events, and the Mental Health Committee allows a means through which representatives can engage with external organisations and internal bodies to promote a holistic approach to Mental Health in the university experience.

## 2018 project outcomes

### Sex and Consent Series

This year, Sex and Consent Week was workshopped and was replaced by the concept of a Sex and Consent Series. This was done in the hope of forging greater engagement and providing a wider variety of events outside of a single week event. There is a Sex and Consent Administrative Assistant employed by ANUSA, who is engaged in running the panel at the end of the year on Sexual Assault in the University context, which is being done in consultation with the Departments. This fund has also provided for more online resources such as the 'Be a Better Human Campaign' and the 'uncensored' book series, both from South Australian Universities. Sex and Consent related materials, such as ANUSA branded condoms have been funded by this and continue to be integrated into ANUSA's every day service delivery such as Less Stresstival.

### Mental Health Committee

The ANUSA Mental Health Committee this year experienced decreased engagement, but still funded a lot of incredible projects that were integrated through ANUSA's other big calendar events, such as Mindfulness, Jewelry making and University Mental Health Day (UMHD). UMHD was a great success which had us engaging in meaningful conversations with over 100 students at the pancake breakfast. We had ANU Wellbeing present, as well as our own Student Assistance Unit who introduced students to our services. The mental health committee continued to publish copies of our zine, 'Resilience,' which allows students to hear from their peers about their experiences and reduces barriers to accessing support. The MHC also continued to provide valuable feedback on issues such as the ANU Wellbeing Audit and the Healthy University Action Plan.

## 2019 project goals

In 2019, we will reignite both of these committees and push them to provide for students. This will be done through the appointment of two co-chairs to the Mental Health Committee, and two Directors of the Sex and Consent Series early in term one. This will allow them time to establish their roles and discuss the events they plan to run. Whilst we will leave the creative side of these events, we will see events run through the Sex and Consent week that encourage the culture change that ANU has acknowledged is necessary, and bringing these events directly to new and existing residential halls. Similarly we will ensure that mental health committee plays an active role in the creation of our new BKSS Space in Kambri, to provide wellbeing resources and facilities that promote a healthy university.

## 2019 Budget Request (Summary of project costs, including ongoing costs, if applicabl

COST ITEM	AMOUNT
Sex & Consent Series	\$15,000
Mental Health Committee	\$10,000
<b>TOTAL</b>	<b>\$25,000</b>

## Project Overview (include how much funding has been allocated to the project)

The BKSS provides a free breakfast program each day of semester as well as manages a small shopfront. The BKSS meal program provides a means to directly engage with a high proportion of the ANU student body (postgraduates and undergraduates), and provide both financial and health benefits to those who attend.

## 2018 project outcomes

In 2018, we continued our basic programs of Free Breakfast every weekday morning and diversified our options. We also expanded our food sales, which we sell at very reasonable prices. Being in the centre of campus right next to pop up, meant that we experienced greater engagement with students.

Most days we see more than 80 students accessing our Free Breakfast, and our Student Bites program is hugely popular. Students often said that the providing of free breakfast was a great contrast to the often expensive options in pop-up. As we have experienced a greater engagement with our other services such as marquee and barbecue hire, we have also seen an increase in our food services, such as student bites (cheap groceries) and cheap snacks available in the BKSS.

Student Bites and Breakfast are both hugely popular, but also necessary to ensure that students who are unable to access a free healthy meal are able to access food at university so that they can focus in class and properly engage with classes without the added stressors of paying for breakfast.

## 2019 project goals

Moving into a new space in 2019 means that we will be re-establishing the BKSS in 2019. Whilst much of what we have in the existing Melville Hall space will be able to be transferred across, we will need to buy new supplies that will form the basis of our new program. As well as this, running a free breakfast will be one of the major ways that we draw students into our specific student space within Kambri, making Kambri the centre of Campus without necessarily needing to spend money. We would love to expand upon the existing offerings to ensure that variety is available at this breakfast, and that we can ensure all dietary requirements are catered for.

## 2019 Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	AMOUNT
Food	\$28,000
<b>TOTAL</b>	<b>\$28,000</b>

## Project Overview (include how much funding has been allocated to the project)

The BKSS offers a range of services that benefit students. It is one of the many ways that students engage with our services but allows students to make the most of our resources and use them to run their own events and activities. This is a large part of the clubs and societies culture that we support, and we encourage clubs to provide more for students wherever possible.

## 2018 project outcomes

This year ANUSA has continued to provide non-food items to students. This includes;

1. Equipment Hire
  - The BKSS has a range of equipment that Clubs and other student groups can access for events etc. This includes marquees, audio equipment, and tables and chairs.
  - This equipment is in constant use, with generally multiple equipment hires each day. Thus we regularly need to update and replace our equipment to ensure this service is still available for students.
2. Kitchen Equipment
  - The BKSS kitchen is the only available kitchen for students to use in the Pop Up Village. This means we need to ensure we have working microwaves for students to use at lunch time.
  - To ensure our breakfast program can continue, we also need working toasters and the necessary crockery for the breakfast program. Crockery and cutlery has a habit of going missing from the BKSS, and thus we do need to replenish our stock of bowls, mugs and cutlery multiple times per year.
3. A relaxation space
  - The space is an important location for students to relax in during the day and evenings. To continue to facilitate this relaxation and community building location, SSAF funding will be used to ensure we have board games, books and soft furnishings to continue to make the space feel like a comfortable space for students to enjoy.
4. Sales

We have also improved upon our offerings in terms of items that we sell. This year we have ANUSA Keep Cups, dental dams, condoms and Menstrual Cups, all of which are sold at or close to cost price.

## 2019 project goals

Moving into a new space in 2019 means that we will be re-establishing the BKSS in 2019. Whilst much of what we have in the existing Melville Hall space will be able to be transferred across, we will need to buy new supplies that will form the basis of our new program. We will make the new Student Hub Building a space that mixes the existing space with the new resources and facilities available. In doing so, we will engage with students to see what facilities they would most like in this space, and how ANUSA can best use their SSAF money to provide this.

## 2019 Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	AMOUNT
Non - Food	\$10,000
<b>TOTAL</b>	<b>\$10,000</b>

## Project Overview (include how much funding has been allocated to the project)

The 12 ANUSA College Representatives, 2 for every Academic College, are tasked with the important role of sitting on the various committees for their college and ensuring undergraduate students have a voice at the school, college and university level. They also play an important role in facilitating social interactions within academic colleges, specifically working with discipline-specific Clubs to ensure coordination in social events and in advocacy.

## 2018 project outcomes

In 2018, the College Representatives Fund was used for events and projects such as:

- First Year Guides during O – Week
- Market Day on the Law Lawns
- National Science Week
- Collaborating with other student societies
- College Mental Health Days
- Panel Events
- Course Representatives Training

## 2019 project goals

In 2019, the College Representatives will build on the work of previous years. In particular we will ensure they are collaborating with existing Students' Societies within their colleges to ensure that they are providing as much for students as possible. As well as this, we will aim to collaborate Across Colleges to maximise on events that are applicable to two or more colleges.

We will also use these funds to increase the events run in O-Week to increase the awareness of ANUSA Services and other Academic Services around the university that are of particular benefit to First Year Students.

This year, ANUSA and PARSA jointly ran Course Representative Training. In 2019, we will be continuing this training. We will also be providing catering for these training sessions to incentivise attendance and ensure that Course Representatives are trained in how to act respectfully and effectively in representing students.

## 2018 Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	AMOUNT
<i>College Representative Funding Pool</i>	\$7,200
Course Representative Training	\$1,000
<b>TOTAL</b>	<b>\$8,200</b>

## Project Overview (include how much funding has been allocated to the project)

The seven ANUSA Departments/Collectives represent minority groups who have traditionally been marginalized or oppressed by dominant power structures. Departments strive to provide advocacy, engagement, and pastoral care for these groups of people. The activities, campaigns and events run by the Departments raise awareness of the unique challenges faced by these groups, and aim to foster a sense of community for people who often feel excluded within broader society.

In 2018, each department/collective was allocated a baseline funding of \$10,000. An additional funding pool of \$40,000 was also reserved for larger non-continuous or unforeseen programs or events. All Department funds are required to be reported at meetings of the Student Representative Council and as part of the annual ANUSA audit.

## 2018 project outcomes

In 2018, ANUSA Departments collaborated with ANUSA and PARSA to organise the following:

- Campaigns that advocated for the issues concerning the groups represented by Departments. This included Spoon Week (Disabilities), Pride Week (Queer\*), NAIDOC Week (Indigenous), ISD Week (International), Ethnocultural Revue (Ethnocultural), and ongoing advocacy regarding sexual assault and sexual harassment on campus (Women's).
- Sending delegations of ANU Students to national conferences (CISA, Queer\* Collaboration Conference), and hosting national conferences (NOWSA). This allows ANU Students to learn from other advocates across Australian campuses, and to develop a sense of solidarity.
- Regular meetings of the collective, including social gatherings and networking events that promote solidarity and sense of community.
- The provision of assistance to their members in the form of peer support.
- A hugely successful Pride Party which celebrated the Queer\* Department and the Queer\* Community in general.
- NAIDOC Week which followed the theme of Indigenous celebrations this year, 'Because of Her, We Can,' and culminated in a concert that celebrated female indigenous artists.

In addition to the above, Departments continued to play a vital role within the University governance structures and strategic planning process for the long-term benefit of students. This included participating in (though not limited to):

- University Committees such as University Access & Equity Committee, UniSafe, Mental Health Working Group etc.
- Contributing to and informing the university's response to the AHRC Change the Course Report into sexual assault and sexual harassment on university campuses

## 2019 project goals (if there intended changes to the project and its outcomes in 2017, describe these)

In 2019, our aim is to support the Departments to continue the work they have been doing in previous years.

In order to enable the Departments to continue to provide support for historically marginalised students, and advocate on behalf of these students, we propose to continue the successful funding model of 2018 for Departments in 2019.

In addition to the \$10,000 in baseline funding granted to each of the seven departments, we propose to continue having a \$40,000 funding pool that Departments can apply for funding from. The money in this funding pool will be spent on large-scale events, ongoing programs, and any unforeseen circumstances (such as the need to launch a protest in response to a policy released by the Federal government). This funding pool will be administered by representatives from the ANUSA executive and ANUSA Departments as has been the case for the previous 3 years.

The ANUSA Trustees and Financial Controller will work closely with Department Officers to ensure they understand how to access the money in the additional funding pool, so that they can be empowered to run more events and provide better services to their members.

To assist each Department effectively operate and achieve its objectives for the year, ANUSA will provide training for each of the Department Officers and their committees. The training will cover aspects such as accounting, budgeting, communications, facilitation, event management and more.

## 2019 Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	AMOUNT
ANU International Students Department	\$10,000
ANU Queer* Department	\$10,000
ANU Disabilities' Student Association	\$10,000
ANU Women's Department	\$10,000
ANU Ethnocultural Department	\$10,000
ANU Environment Collective	\$10,000
ANU Indigenous Department	\$10,000
Department Additional Funding Pool	\$40,000
<b>TOTAL</b>	<b>\$110,000.00</b>

## Project Overview (include how much funding has been allocated to the project- max 300 words)

ANUSA is the peak advocacy and activism body on campus and it is vital that this body has a strong student voice on issues surrounding higher education. A strong student voice is vital to ensure that equitable outcomes in education funding and access are achieved. ANUSA is well positioned to ensure that the student voice is heard by the university and by the state and federal governments. The advocacy and activism which comes from this is coordinated through the Education Committee. Previously, the Education Committee has been given \$7000.

## 2018 project outcomes (max. 300 words)

In previous years, the Education Committee has engaged students through campaigns on issues such as tenants' rights, autonomy over university curriculums, speak outs against politicians that have conflicting interests with students. This year, the Education Committee has also run informative events such as 'The anthropology of universities' and a 'Tenants Rights Workshop' – these events worked really well in order to engage students with issues in higher education. The committee had a regular social media presence through its facebook group and was also able to expand memberships through regular meetings. This year, the committee also collaborated with groups such as Woroni to make an 'Education Pull-Out' in its week 7 edition and worked with the Ethnocultural Department in order to source speakers for upcoming events.

## 2019 project

In 2019, the Education Committee will continue to expand and aim to engage more students. It will be a central aspect of student activism on campus on issues such as access and equity in education. This will include:

- Running campaigns on sexual violence on campus, changes to HECS-HELP, 13 week semesters, workers rights, housing and tenancy rights, and a campaign to ensure students are enrolled to vote and are informed voters
- Running a radical education series which will consist of a series of speakers, workshops and panel events that will aim to bring issues in higher education closer to students. At the end of the day, issues in higher education are ones that effect all students and this series will assist in students realising that.

In 2019, the Education Committee will also be undertaking new branding. We will source a student to create a logo for the committee which will then be used on a facebook page, as well as merchandise such as stickers and t-shirts.

As 2019 is likely to be an election year, a campaign called ‘Get Enrolled, Get Informed, Get Voting’ will be run to ensure that students are enrolled to vote, are informed to vote and eventually do vote. This campaign will also involve the creation of a ‘Policy Analysis Working Group’ and hold events such as a ‘Senate Debate’. ANUSA will be providing enrollment forms to students, which it will then pass on to the AEC. This campaign will be a major one in 2019.

In addition to this, the Education Committee’s current budget is insufficient to make meetings appealing to students. The committee has a low student turn out, and this can partly be addressed by investing more into them through the form of more substantial food at meetings. For example, department meetings usually have pizza which can be incentive for students to come as they will also get a free meal out of the meeting.

In 2019, the Education Committee will make its activism understandable and accessible so that all students are able to engage.

### **2019 Budget Request (Summary of project costs, including ongoing costs, if applicable)**

<b>COST ITEM</b>	<b>AMOUNT</b>
Rebranding	\$2000
Food for Meetings	\$500
Campaign Costs (workshops, campaigns, printing, postage of voting forms, paying speakers)	\$9,500
<b>TOTAL</b>	<b>\$12,000</b>

**Project Lead (provide details of the person responsible for the project)**

<b>Name:</b>	<b>Tanika Sibal</b>	<b>Phone:</b>	<b>0402 307 287</b>	<b>Email:</b>	<b>U6043780@anu.edu.au</b>
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**Stakeholders (provide details of team members and other stakeholders who are involved in this project)**

NAME	CONTACT DETAILS
Eden Lim	u5569367@anu.edu.au
Campbell Clapp	u6056511@anu.edu.au

**Project Statement (describe the project – max. 200 words)**

The Education Committee wants to empower and train more student activists so that our actions will be larger, more diverse and more effective. We will bring the Education Portfolio to more students. We will source former activists to broaden the base of students engaged and active in determining the nature of their education and student experience.

We envisage running a ‘Radical Education Series’ which will run over a three-week period, and it will aim to address current issues in higher education. The series will include guest keynotes, panels and creative events such as poster-making. Other universities have similar platforms, with weeks dedicated to higher education, and it will be great to see something similar at the ANU, in order to engage the wider student body.

Not only will this series require mobilisation of the Education Committee, we will also work closely with the departments to ensure that the series will be diverse and accessible. An example of an event we envisage to run will be working with the Indigenous Department and the Ethnocultural Department on ‘the decolonisation of higher education’. Other examples would be running panels on why autonomy over university curriculum is so important and a workshop on how to approach Centrelink.

**Strategic Fit (How will the project support your association’s or the [University’s strategic objectives](#) – max. 300 words)**

ANUSA as an organisation lists advocating for issues in higher education as core business of the association. Currently, the Education Committee exists for this purpose, however it lacks engagement. Whilst issues in higher education directly affect all tertiary students, often students are disengaged or find spaces of discussions about these issues inaccessible. By running this tangible series in 2019, we aim to bring the Education Committee closer to all students. The series will conclude with an opportunity for students to use the practical skills they will have learnt throughout the series. The Education Series will serve as an up-skilling opportunity for students. By differentiating this series from the rest of the Education Committee’s budget we are aiming to ensure that this series will actually take place. As 2019 is likely to be a federal election year, a large amount of the Education Committee’s resources will be utilised for that, leaving less room for other campaigns and up-skilling opportunities and hence differentiating the series from the rest of the committee budget is vital.

**Timescale (Project timeline and the period over which the benefits will be realised)**

<b>PLANNED START DATE:</b>	19/02/2019	<b>PLANNED END DATE:</b>	31/05/2019
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**Proposed Outcomes and Benefits (What will the project deliver in terms of business, outcomes and return on investment)**

The project will help students to engage in the Education Committee, and will allow speakers (both external and internal) to engage with the ANU. It will allow for students to up-skill in their activism and use these practical skills in everyday life, in both professional and academic settings.

**SSAF categories (What can providers spend fee revenue on? At <https://www.education.gov.au/student-services-and-amenities-fee>)**

A, C, I, K, O, P, Q, S

**Risks (List the key risks that would be facing the project)**

<b>RISK (Description)</b>	<b>RATING Extreme, High, Med, Low</b>	<b>RESPONSE TYPE eg Mitigate</b>
Delay of the series due to other campaigns (such as a campaign on a federal election)	Medium	The series will be postponed to semester 2 if a federal election occurs during semester 1.

**Milestones (List the key high level project milestones and timeframes for delivery)**

<b>MILESTONE</b>	<b>START DATE</b>	<b>END DATE</b>
Panel Event	March	May
Keynote Speaker	March	May
Creative Event	March	May

**Budget Breakdown (Summary of project costs, including ongoing costs, if applicable: eg: staff salaries, equipment, maintenance, travel, other materials, catering and venue hire, training for staff/students)**

<b>COST ITEM</b>	<b>AMOUNT</b>
Speaker Costs (flights, contracts, travel)	\$3,000
Catering	\$1,000
Materials for Workshops	\$1,000
<b>TOTAL</b>	<b>\$5,000</b>

**Attachments/Supporting Materials (include document appendix, data, graphs/charts, links to relevant documents)**

This will be a new event and hence supporting material is currently lacking.

**Project Lead (provide details of the person responsible for the project)**

<b>Name:</b>	<b>Braedyn Edwards</b>	<b>Phone:</b>	<b>0428238088</b>	<b>Email:</b>	<b>sa.indigenous@anu.edu.au</b>
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**Stakeholders (provide details of team members and other stakeholders who are involved in this project)**

NAME	CONTACT DETAILS
Sarah Loynes	u6051496@anu.edu.au
Makayla-May Brinckley	Makayla-may.brinckley@anu.edu.au

**Project Statement (describe the project – max. 200 words)**

NAIDOC Week celebrations are held across Australia each year to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander peoples. In 2019, Canberra is the host city of National NAIDOC Week, the first time in 10 years. This is therefore a fantastic opportunity for ANUSA and ANU to contribute to the national celebration. In 2018, running NAIDOC Week at ANU cost around \$30,000, however there was a lack of a funding source for the celebration of the NAIDOC Week. Unfortunately, the ANUSA Indigenous Department had to approach multiple sources for assistance, including TIHEC and NCIS. These bodies, particularly TIHEC, are not designed to fund large-scale events for the wider ANU community. In order to appropriately celebrate the once in a decade opportunity that Canberra has as host city for NAIDOC Week in 2019, a significant budget needs to be provided.

**Strategic Fit (How will the project support your association's or the [University's strategic objectives](#) – max. 300 words)**

In the ANU's *Strategic Plan 2018-2021*, it is stated the ANU has a unique responsibility to Indigenous Australia. A commitment has been made to "advance the status, recognition and lives of Aboriginal and Torres Strait Islander peoples." Celebrating NAIDOC Week provides the ANU with an opportunity to move in this direction. Also relevant to this is the ANU's Reconciliation Action Plan (RAP). The actions particularly pertinent to running a successful NAIDOC Week are: 3, 5, 6, 8, 12, and 14.

## **Proposed Outcomes and Benefits (What will the project deliver in terms of business, outcomes and return on investment)**

With funding provided by SSAF, the ANUSA Indigenous Department will be able to coordinate, plan and run an engaging week for both the Aboriginal and Torres Strait Islander community and the non-Indigenous community. Also important to note is that Canberra is the host city for National NAIDOC Week in 2019. If the ANU is serious about its commitments to Aboriginal and Torres Strait Islander peoples and its place as Australia's national university, it must be willing to host a series of events during NAIDOC Week. In 2018, UNSW hosted a National NAIDOC Conference that brought together hundreds of Aboriginal and Torres Strait Islander women. Depending on the theme of the week, it is envisioned that the ANU will be able to do something similar. In 2019, the ANUSA Indigenous Department aims to host several large scale events in NAIDOC Week. This includes:

### **NAIDOC Concert**

Following from the success of the Concert run in 2018, the Indigenous Department is seeking funding to run a similar event in 2019. The 2018 Concert featured four Indigenous women acts, in line with the national NAIDOC theme "Because of Her, We Can". The concert had near 200 attendees, and received incredible reviews, with many attendees saying it was the best night of the year. This concert is a valuable way to celebrate the achievements of Indigenous artists, and to invite the Canberra community on to campus to celebrate NAIDOC Week. It is important that this event is subsidised, so that ticket prices can be kept low to ensure everyone in our community can participate, without compromising on proper payment to Indigenous artists who we invite to perform. The NAIDOC Concert will be an incredible opportunity to bring to life Kambri as a place of celebration of Indigenous culture.

### **Deadly Day Out/NAIDOC ACT Family Fun Day**

We have approached the ACT NAIDOC Committee to host the annual Family Fun Day at ANU. For the past two years, this event has been hosted at UC and before that in parks around Canberra. It is an exciting opportunity to be able to bring this event to the ANU campus as part of connecting campus to the broader ACT Community and taking our place as part of the national capital. The ACT NAIDOC Committee have said the day usually costs \$40,000. We believe it is appropriate we provide some funding to make that happen should we host the event. We will work with F&S to ensure the relevant permissions are granted.

### **Marketing**

We are seeking additional funding for marketing so that we are able to advertise through media organisations such as Koori Mail and NITV. These are two organisations that a lot of Indigenous people pay attention to and we want to ensure our reach is as far as possible. We are hoping to ensure national media coverage of large-scale events and activities, which will in turn contribute to the ANU's reputation as it seeks to fulfil its national responsibilities. We will also advertise through campus media, such as Woroni, and will seek support from the Vice Chancellor and inclusion in internal ANU communications. Further expected benefits of an expanded NAIDOC Week include:

- \* Increased understanding and visibility of – and appreciation for – Aboriginal and Torres Strait Islander peoples and their cultures and histories;
- \* Increased pride amongst the ANU Aboriginal and Torres Strait Islander community for their cultures and histories;
- \* The ANU achieving goals articulated in both its Strategic Plan 2018 – 2021 and RAP 2018; and
- \* Increased capacity of Aboriginal and Torres Strait Islander students' in event management, stakeholder engagement and leadership skills

**SSAF categories (What can providers spend fee revenue on? At <https://www.education.gov.au/student-services-and-amenities-fee>)**

SSAF categories include: A, B, F, M, O, Q and R

**Risks (List the key risks that would be facing the project)**

<b>RISK (Description)</b>	<b>RATING Extreme, High, Med, Low</b>	<b>RESPONSE TYPE eg Mitigate</b>
Student volunteers – exhaustion/overwork	Low	Students will not be rostered on for unreasonable lengths of time. Contact information of event leaders will be distributed to ensure there is a method in which volunteers can request breaks.
Student volunteers - injury	Los	Students will be given a briefing pack on safety during activities where there is any risk of bring injured to ensure safety.
Food safety	Low	Licensed food providers will be used.
Low Ticket Sales	Medium	

**Timescale (Project timeline and the period over which the benefits will be realised)**

<b>PLANNED START DATE:</b>	Release of 2019 Theme	<b>PLANNED END DATE:</b>	End of NATIONAL NAIDOC Week
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**Milestones (List the key high level project milestones and timeframes for delivery)**

<b>MILESTONE</b>	<b>START DATE</b>	<b>END DATE</b>
Booking of contractors	Release of 2019 Theme	31/03/2019
Booking of venues	01/12/2018	30/04/2019
ANU Functions on Campus forms	30/04/2019	01/06/2019

**Budget Breakdown (Summary of project costs, including ongoing costs, if applicable: eg: staff salaries, equipment, maintenance, travel, other materials, catering and venue hire, training for staff/students)**

<b>COST ITEM</b>	<b>AMOUNT</b>
Concert (or similar)	\$30,000.00
Conference (if appropriate re. theme & to support SEEF funds)	\$10,000.00
Workshops/activities/events	\$5,000.00
Marketing	\$2,500.00
NAIDOC Deadly Day Out/ACT Family Fun Day	\$15,000.00
<b>TOTAL</b>	<b>\$62,500.00</b>

**Attachments/Supporting Materials (include document appendix, data, graphs/charts, links to relevant documents)**

Please see ANUSA SRC7 Indigenous Officer's Report for costings of NAIDOC Week 2018. It should be expected that NAIDOC Week 2019 will be executed on a larger scale.

## **Project Overview** (include how much funding has been allocated to the project)

The National Union of Students is Australia's peak representative body for undergraduate students, and provides an important platform for ANUSA's voice to be heard on a national scale.

After hearing the reports of ANU's observers at the 2017 National Conference of the NUS, in its second SRC meeting, the ANUSA SRC voted to conditionally reaccredit with the NUS, dependent on certain key performance indicators being fulfilled. These KPI's are a way of ensuring accountability for student money being used in this space. They will assist in ensuring that accountability and transparency are key priorities of a body that represents students at a national level.

With accreditation being a yearly question, ANUSA seeks to keep this debate informed and resourced. Consequently, ANUSA will send five official NUS observers to National Conference in December 2018 to deliver reports and inform the debate on re-accreditation in 2019. This is in keeping with the recognition that the NUS is the peak representative body of the all undergraduate students in Australia and can play an important role in student advocacy.

As such ANUSA is seeking funding provision to allow for reaccreditation if the ANUSA SRC representatives vote to accredit in 2019, and funding to enable observers to attend the National Conference.

In 2018, \$13000 was allocated to the NUS, to cover both accreditation fees and travel costs for observers at National Conference.

## **2018 project outcomes**

- ANU observers agreed that the 2017 National Conference showed significant improvements in terms of the wellbeing of attendees, which can be attributed at least in part to the reform efforts of previous ANU delegates and observers.
- NUS has conducted a number of high profile campaigns around issues such as proposed changes to HECS and higher education funding, housing affordability for students, students' rights in the workplace, books not bombs and, sexual violence on university campuses, all in conjunction with a number of other organisations.
- ANU students travelled to NUS Education Conference in mid-2018 to engage in skill sharing with students from across the country. Skill sharing is one of the most valuable aspects of the NUS.

## **2019 project goals** (if there intended changes to the project and its outcomes in 2017, describe these)

- Continued improvements in the governance of the NUS.
- Continued high impact campaigns on issues affecting ANU students at a national level.
- Continued skill sharing with other universities through the framework of the NUS.
- This year, we intend on providing less accreditation fees in order to show our desire to see the NUS improve its governance and general practices, yet maintain bargaining power with the organization.

## 2019 Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	AMOUNT
Reaccreditation fees	\$10,000
Delegate/observer travel costs	\$8,000
<b>TOTAL</b>	<b>\$18,000</b>

## Project Overview (include how much funding has been allocated to the project)

The ANUSA Student Assistance is one of the Association's core services. Student Assistance provides a broad range of services to students, and uses SSAF funding for two key aspects of their work: Grants, and Purchases. Grants are given to students in financial difficulties (capped at \$500 per student, per year) and are used to cover emergencies such as overdue rent, support to students who are carers, medical expenses or emergency accommodation for up to 7 nights. ANUSA also has a Medical Emergency Grant, with a limit of \$300 per student per year to specifically assist with medical costs and aims to address the financial barrier for student in accessing mental health services.

## 2018 project outcomes

Statistics from the Student Assistance Unit			
	Sept 2016 - Sept 2017	Sept 2017 – Aug 2018	Percentage increase from September 2016 to 2018
Student Visits	1457	2034	39.6%
Grocery Vouchers Issued	70 (\$3,500)	105 (\$5,250)	50%
Emergency Grants (\$)	\$10,839.84	\$19,976.17	84.28%
Evening Meal Vouchers Issued	444	219	-50.68%
Lunch Meal Vouchers Issued	598	550	-.08%
Most popular Issues for Student Visits			
	Sept 2016 - Aug 2017	Sept 2017 – July 2018	
Academic	647	797	123%
Accommodation	75	163	1.173%
Centrelink	94	60	-36.17%
Financial Difficulties	610	645	5.74%
Health	59	95	61%
Legal	13	22	69.23%
Mental Health	42	82	95.24%
Other	46	74	60.87%

## 2019 project goals

In 2019 we are seeking \$35,000 to cover the costs of our emergency grants. The \$5000 increase in bid for the grants is to increase our capacity to support students who are parents or carers.. With the increased focus on Family friendly ANU, we are receiving increasing interest in ANUSA’s parents and carers grants which we anticipate to be utilized more in 2019.

We are also interested in further supporting the Graduations office with additional funding of the Graduation Ceremony Assistance Program. In 2014, the Graduation Office notified us that they have the capacity to give out 5 free regalia hire to eligible graduating student. They sought assistance from the ANUSA Student Assistance Unit because they have the funding but lack the capacity, resource and skills to review applications and select successful applicants.

If there are more than 5 students who are eligible for the program, ANUSA would have to fund the additional cost. Currently, ANUSA have not allocated additional funding for this. Due to this, we are limited in our capacity in advertising this program. With additional funding, we would be able to promote this program more prolifically with confidence knowing that we would be able to support the cost of additional regalia hire if we receive a large number of eligible applicants.

The nature of student assistance grant pool is that it responds to emergencies, whether related to healthcare, accommodation or sudden changes in circumstances. In order to be prepared for any eventuality, we seek \$35,000 to ensure we can continue to provide quality support to any students who need it.

## 2019 Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	AMOUNT
Emergency Grants	\$35,000
<b>TOTAL</b>	<b>\$35,000</b>

## Project Overview (include how much funding has been allocated to the project)

The ANUSA Student Assistance Officers are one of our core services. Student Assistance provides a broad range of services to students, and uses SSAF funding for two key aspects of their work: Grants, and Purchases. The money allocated to Purchases is used to provide student meals, emergency pantry items, emergency toiletry packs etc. to students. These purchases mean that regardless of their circumstance, students can access a healthy meal and toiletries for free. This service frequently supports students through the stress of exam period, where they might not have the time or energy to prepare a meal, but also through financial difficulties where a student might be unable to afford groceries. In 2018 ANUSA was given \$20,000 for Student Assistance Grants.

## 2018 project outcomes

Statistics from the Student Assistance Unit			
	Sept 2016 - Sept 2017	Sept 2017 – Aug 2018	Percentage increase
Student Visits	1457	2034	39.6%
Grocery Vouchers Issued	70 (\$3,500)	105 (\$5,250)	50%
Emergency Grants (\$)	\$10,839.84	\$19,976.17	84.28%
Evening Meal Vouchers Issued	444	219	-50.68%
Lunch Meal Vouchers Issued	598	550	-.08%
Most popular Issues for Student Visits			
	Sept 2016 - Aug 2017	Sept 2017 – July 2018	
Academic	647	797	123%
Accommodation	75	163	1.173%
Centrelink	94	60	-36.17%
Financial Difficulties	610	645	5.74%
Health	59	95	61%
Legal	13	22	69.23%
Mental Health	42	82	95.24%
Other	46	74	60.87%

## 2019 project goals

In 2019 ANUSA is seeking \$25,000 for Student Assistance Purchases. The increase of \$5000 is to meet the increased demand of Grocery Vouchers and the introduction of our new program, Transport Voucher Program.

We have had a significant increase in student engagement in the last year. In 11 months we have had a 39% increase from the previous 12 months.(2034 students in Sept 2017- July 2018 vs 1457 students in Sept 2016 - Aug 2017).

Specifically looking at grocery vouchers, we have issued 35 additional vouchers in the last 11 months compared to the number of vouchers we have issued in a year (Sept 2016 - Aug 2017). We purchase our grocery vouchers in bulk from Coles Corporate Services at a discounted rate of \$2375 for a box of 50 vouchers. With this additional \$2000, this would allow us to purchase an additional lot of vouchers. We aim to order a lot of vouchers per quarter, to keep up with students' demands.

We also intend to introduce a new Transport Voucher Program to complement our grocery voucher program. The aim is to have immediate support available for student's basic needs in times of stress and financial hardship. Initially we intend to start off the program with \$50 "MyWay" bus vouchers and later the program has the capacity of including light rail travel vouchers and assisting with other creative ways of transport to campus including ANU car share, campus bike share and others. This initiative will also encourage students to seek off-campus accommodation to lessen the demand for on-campus accommodation.

We aim to run a pilot program for this assistance. We request \$3000 for this pilot program. The program will be monitored on an ongoing basis and will be evaluated every quarter. This would be done by examining the number of students accessing this support and discussing with students if this assistance is helping them. In total, we seek \$25,000 in Student Assistance Unit Purchases to ensure that we are adequately providing assistance to the increased and evolving needs of the student body.

## 2019 Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	AMOUNT
Student Assistance Purchases	\$25,000
<b>TOTAL</b>	<b>\$25,000</b>

## Project Overview (include how much funding has been allocated to the project)

For several years, ANUSA has provided subsidised RSA and Barista Courses to ANU Students, in order for them to have greater access to the very competitive casual employment market in Canberra. This is a key project that fits with our core values of supporting students, and is often referred to by our SA Unit to assist students where come to them with financial difficulties. Whilst our emergency grants are useful to students, it is important that we ensure students are not dependant on those services.

Many students on campus depend on part-time or casual work in the hospitality industry to support themselves. Particularly as rent prices increase across Canberra, it is important that ANUSA continues to find ways to facilitate students supporting themselves.

In 2018, we were allocated \$25,000 for this item across first round and mid-year SSAF Processes.

## 2018 project outcomes

In 2018, ANUSA provided two sessions which were held in Fyshwick. These were fiercely competitive as we received 109 applications in 3 days which led to us needing to close applications early. Student feedback from these sessions was that they are really helpful and made them not only more employable, but more confident in applying for jobs.

Following the high demand of this program in Semester 1 2018, we received an additional \$10,000 in mid year SSAF, that responded to the unprecedented high demand and recognized students' need for support in ongoing financial responsibility. With the current subsidies and costs, in semester 2 ANUSA is able to give 160 and 140 students to do RSA and Barista courses respectfully, thanks to the relationships we have built with these providers.

## 2019 project goals (if there intended changes to the project and its outcomes in 2018, describe these)

In 2019 we are hoping to expand upon this in a way that makes these courses more regular and accessible. In particular, we are hoping to bring them on campus. This would involve collaborating with the new vendors in Kambri to see if they are qualified as Barista course providers. If not, we will negotiate a co-payment of the registration fee, currently set at \$1,450, and offer this program regularly through the year. We hope that these programs would allow for greater employment opportunities with the vendors in Canberra.

In 2019, we hope to continue the process of running a 'Know Your Rights' session with Unions ACT in conjunction with this program so that students who gain this qualification are equally equipped to enforce their rights in the workplace.

## 2019 Budget Request (Summary of project costs, including ongoing costs, if applicable)

COST ITEM	AMOUNT
Barista Training	\$12,500
RSA Training	\$12,500
<b>TOTAL</b>	<b>\$25,000</b>

## Project Overview

ANUSA runs regular training for student leaders.

It is vital to offer these training services to students, especially student leaders in positions of influence and trust of their peers. Members of clubs executives often find themselves as the first point of contact for their peers who are seeking support. It is vital that this initial response is informed, and does not do more harm than good. The skills of meaningful referral and dealing with mental health related issues are founded by mental health first aid training. In recognising the role that informal peer support will always play, ANUSA has a responsibility to equip students with the ability to support their peers in a constructive way.

First aid and Mental Health First Aid training is vital for students, especially those looking to run events. Providing students with first aid training gives students confidence to run events and to respond to any first aid related issues should they occur. This ensures safer events around our university and a safer university campus.

In 2018, \$15,000 was allocated towards training our representatives and the leaders in our affiliated and associated clubs.

## 2018 project outcomes

In 2018 ANUSA ran training for Mental Health First Aid and First Aid, as well as Responding to Disclosures of Sexual Assault training, and Suicide Prevention training for ANUSA representatives, clubs executives and ANUSA volunteers such as First Year Camp mentors. This recognised that students often go to their peers and student leaders for support, which is often concentrated in a peer-support burden being placed on clubs executives. We had feedback that the training on Mental Health First Aid equipped students with knowledge and a better understanding of mental health and mental ill-health.

## 2019 project goals

ANUSA provides significant support to all its affiliated clubs and societies. This is largely through our Legal and Financial teams. However, in 2019 we will ensure that these are seen as methods of last resort, and instead will provide financial and governance training that allows these clubs autonomy to support themselves.

As well as this we will provide training that supports the change in culture that ANU is trying to achieve, such as Mate training and similar training. This recognises the fact stated above, that as leaders in our community, clubs and societies executives must be role models in values of equality and promote the community values that we hope to see across the university.

With the implementation of the Community Life Officer, established by mid-year SSAF, we will better be able to monitor the training received, and that they will bring their wealth of experience in the area to ensure that clubs are receiving as much training as is available to them. Student clubs have a very high turn-over in terms of management, and whilst ANUSA and its staff can provide some oversight of this, providing individuals with governance and financial training is beneficial to both the clubs and the individuals themselves.

## 2019 Budget Request

<b>COST ITEM</b>	<b>AMOUNT</b>
Nation and Faith Related Clubs Executives Training	\$2,000
Clubs Executives Training	\$6,000
Other ANUSA Training	\$12,000
<b>TOTAL</b>	<b>\$20,000</b>

# SUMMARY

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In 2019 ANUSA is requesting \$2,034,334 SSAF Funding. This represents both a continuation of our existing projects, and the creation and innovation of new practices. It also represents the three arms of our association – social engagement, welfare support, and student advocacy. Finally, it shows the way that we as an association hope to have an impact for students individually and on our community as a whole. ANUSA provides so much for students and is driven entirely by students' needs, wants and ideas.

2019 is undeniably going to be a year of change for our university, and ANUSA is by no means exempt from that. This bid acknowledges that, and symbolises both a need and a desire to improve upon the work that we do and the services that we offer to students. With the completion of the governance review projected for the first half of 2019, ANUSA aims to make what we do more efficient and more effective, and we will extend this through all of our functions.

Our bid has been categorised into Administration, Salaries & Wages, Students Engagement and Advocacy & Welfare. Each of these categories is vital to the work that we as an association do in advocating for, providing for and supporting students. Wherever possible, this includes a strong sense of student development in allowing students to support themselves, run their own events, establish their own clubs and be involved in the existing structures of ANUSA. ANUSA is and continues to be first and foremost an organisation for students.

This submission is endorsed by:

Eden Lim  
ANUSA President 2019  
On behalf of

