



Guide to applying for the VIA Student Council's Fund

Every year, the VIA Student Council's Fund awards DKK 100,000 in support of initiatives, efforts, and events initiated by local student councils throughout VIA. There are two distributions every year of DKK 50,000 each. The funds are distributed democratically amongst the student councils that have applied in time. The regulations of the Fund can be found here: <https://www.via.dk/-/media/VIA/om-via/raad-og-udvalg/studenterraadet/bylaws-fund-2021.pdf>

Who can apply?

Local student councils (DSR) at both programme specific and campus level at VIA can apply for the VIA Student Council's Fund. This means that the funds can be awarded for initiatives relevant to student politics, such as PR, merchandise, lectures, talks, events, etc. Social associations, such as party committees, Friday bar committees, sports associations, etc., cannot apply for the funds but are asked to apply for VIAVAR's Fund instead.

What can you apply for?

You can apply for funding for social activities/projects. This includes events, materials, refreshments, academically relevant talks, etc.

Examples of former applications that have been awarded support from the VIA Student Council's Fund:

- Wooden shelter for overnight stays for online students and for use by student teachers from the specialisation module Udeskole (outdoor school) at the Teaching programme in Nørre Nisum
- Merchandise, such as T-shirts, candy, tote bags, etc., for the promotion of the Social Work programme's student council at Campus C
- A Soundboks speaker for the student council at the Randers campus, which can be borrowed by classes and committees for teaching and social events and also functions as PR for the council
- Talk with occupational psychologist Kurt Lilleør and a war veteran about the impact of deployment on everyday life and returning home from a deployment. Organised by the Occupational Therapy programme's student council for all students at Campus Holstebro.
- Pizza event for all students for the promotion of the local student council at Campus Holstebro

What can you not apply for?

The funds may not be used for alcohol, narcotics, or objects that may encourage this, such as ashtrays and lighters. Therefore, applications for such like will be rejected.

How do you apply?

You apply by filling in the application form, which can be found at <https://www.via.dk/om-via/raad-og-udvalg/studenterraadet>

If you have any questions about the application form, please contact the VIA Student Council. Contact information can be found below.

How are the funds disbursed?

Once you have been approved for a grant, the funds are generally disbursed in one of two ways:

- 1) The funds are transferred to the account given when applying or afterwards.
- 2) The funds are transferred directly to your programme, which will defray the expenses by agreement with the applicant.

Budget

When submitting an application, there must be a budget as well as specific offers and prices for whatever you are applying funding for. If the budget is not considered sufficient, the application can be rejected on the basis of this.

Documentation

It is a clear prerequisite for receiving the funds that the grant recipient can document the funds have been used in accordance with the original application. Upon auditing at VIA, documentation of the use of the funds must be presented upon request for up to two years after the disbursement of the funds.

When can you apply?

You can apply all year up until the next deadline. The deadlines for applying are 15 March and 15 October, respectively.

When do you get an answer to your application?

All applicants will receive a written decision on their application no later than the first working day of the month following the application deadline.

When can you expect to receive the funds?

Applicants can expect to receive the funds within 3-4 weeks after the application deadline if all information needed for the disbursement have been given in the application.

Who distributes the funds?

Applications for the Fund are assessed by the board of the Student Council's Fund. The Fund's board is the current student board of the VIA Student Council and consists of a chairman and a deputy chairman, two representatives from VIA's Board of Directors, two international representatives and two representatives from Organisation for University College Students from (OPS), who are elected at the general meeting, and two representatives from each campus, who are elected locally.

How are the funds distributed?

The board of the Student Council's Fund assess whether the amount that have been applied for can be granted in full, partly, or if the application must be rejected based on the criteria.

What are the criteria for being granted the funds?

Generally, the applications will be weighted individually based on a number of criteria, which are stated randomly below:

- Geographical consideration in order to ensure that the funds benefit students throughout VIA.
- Consideration of how many students will benefit from the funds.
- Funds that are not for operation costs but for individual projects/events that are non-recurring.
- Contributes to strengthening the work within the local student councils, socially or academically.
- That the funds can help engaging more students in student politics.

Who should you contact in case of questions?

Please write studenterraadet@via.dk or contact student coordinator Amaya Bøgeskov Echeverría at ambe@via.dk