

Society Grant Pot – Key information

The Union holds an £10,000 grant pot to fund certain society expenses and activities. If applications meet our grant criteria and there is enough money to fulfil your request, the [Societies Exec](#) team will approve it. If the grant pot is running low on available funds, or the amount you have applied for is large, the amount of grant funding your society has received in the past two years may be taken into consideration.

Please have a look at our [guidelines for a successful grant application](#) before applying. This document will show you our expectations of the application, so how in depth to go with your planning, and to see how much you have thought about ideas for your society.

You might need to fill in and attach an event budget to your application. For any societies who have more than £400 in their subs accounts, this is compulsory as we will question why you are applying for this money. [You can download a template event budget here!](#)

The process for applying is simple:

Either [Apply online here](#) or download a hardcopy here: [Grant application word](#) and email it to union.opportunities@uea.ac.uk in order for it to be considered.

IMPORTANT NOTES about society grants:

If you are planning an event or trip, please consider alternative sources of funding in the event that your grant application is not approved. If you apply for a grant to fund something, it is **NOT** guaranteed that you will get this money and you must have made alternative provisions for funding so that you don't plan an event and end up having to cancel it due to lack of funding.

In short, don't assume that you will get the money you ask for and make sure you have other arrangements in place!

Will my grant be approved?

The short answer is... maybe! Some things will be, and some things won't be.

- Society members **should not expect to do everything for free**. If you are travelling somewhere, you are allowed to charge money to help cover the cost of transport, accommodation, refreshments etc.
 - **For example**, if you are going to a competition and are using the society money to pay for entry, **you can charge society members £10 each to pay for the coach** to get to the competition instead of applying for a grant. This will be faster, and you are more likely to be able to afford the trip!
 - So, if you could reasonably **charge your members** a small fee to take part and you're not doing that, **your grant is less likely to be approved!**
- You cannot apply to be refunded for things you have already bought, or events that have already happened. So if you've already bought the items or been on the trip before your grant request is discussed, soc exec can't grant you any money.
- [To see what was approved last year click here!](#)