

# postgraduate **social grant application**

The purpose of the Postgraduate Social Grant Fund is to help groups of postgraduates to organise student led events, projects and activities. The funding must be used towards an activity or event that aims to better the postgraduate student experience.

Generally you can apply for anything that will help the event/activity to run effectively. This could include equipment, publicity materials, speaker expenses, affiliation fees, travel, speakers, equipment, food and drink for socials etc.

## **Restrictions**

There are some restrictions on what the Students' Union will approve funding for. Below are a few key areas we will not be able to offer financial support for.



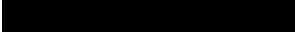
## **Examples of events/activities the PG Social Grant will not support**

1. Subsidising charity fundraising (you can still fundraise, but you need to cover the costs from money raised or from other funds which are not affiliated with the Students' Union)
2. Donating Students' Union affiliated money to other charities
3. Funding/subsidising flights within Europe (this goes against the Students' Union Environmental Policy)
4. We cannot fund house parties.

## **About your application**

Date of application:	23 January 2017
What faculty of postgrads involved:	Arts and Humanities
Title of event/activity:	GSSF Social Meeting
Event date:	23 March 2017
Number of expected students:	~25
Type of activity (social/academic):	Social

## **Applicant's details**

Name:	HUM GSSF (Application headed by  )
Level of study:	3 <sup>rd</sup> Year PGR student
Phone number:	
Email address:	

**Please give a brief description of your planned activity/event.**

This event is designed as a break from the GSSF's usual calendared meeting. It is intended as an opportunity for all HUM PGR students to gather together, socialise and share the experiences of PGR life across their second term. The event will be held on 23<sup>rd</sup> March and run from 5-8pm. It will take place in Grad lounge bookable rooms 7-8. We have already approach Sarah and secured the space.

The event will be themed as a bake-off challenge, where all HUM PGR students will have the opportunity to prepare a cake for the party. The highlight of the event will be the PGR directors' role as judges. This will be an opportunity for students to fully engage with the GSSF reps and PGR directors across the Faculty, as well as relax and have a good time. It will be an opportunity to bring together HUM PGRS and offer them a social experience that is often lacking in the current model of research at UEA.

**Funding requested**

Please include a detailed breakdown of all costs, e.g. equipment, publicity, travel, photocopying. The fund cannot grant applications for payments already made.

Items	Cost
Refreshments & Utilities	£150
<i>1 pint of beer £2.50 – £3.40</i>	
<i>1 small glass of wine £2.20 – £2.60</i>	
<i>Refreshments £1.80 - £2</i>	
<i>Non-alcoholic beer £2</i>	
<i>Hot drinks £1.40</i>	
<i>X40 Paper Plates £2 (<a href="http://www.wilko.com/paper-plates+party-tableware/wilko-paper-plates-cream-20pk/inv/0332589">http://www.wilko.com/paper-plates+party-tableware/wilko-paper-plates-cream-20pk/inv/0332589</a>)</i>	
<i>X100 napkins £1 (<a href="http://www.wilko.com/paper-plates+party-tableware/wilko-napkins-2-ply-white-100pk/inv/0203981">http://www.wilko.com/paper-plates+party-tableware/wilko-napkins-2-ply-white-100pk/inv/0203981</a>)</i>	
<i>(We intend to source these from the Grad Bar apart from plates. We have intended to balance out the amount of alcoholic and non-alcoholic refreshment provided. This should equate to approximately 2 drinks per person (£5). If people want more in the way of alcoholic beverages we will direct them to the Scholar's Bar to purchase at their own expense.)</i>	
<b>Total funding requested</b>	£150

If you need more space, or your application is complex, please summarise your request above and add more detail in the 'additional information' section at the end of this form.

## **Further information about your application**

**How will this event help better the Postgraduate Experience at UEA? What will you do to ensure that those that attend/ take part will continue to be actively engaged with postgraduateSU after the event has taken place?**

The event will benefit attending members of HUM's PGR community by providing a chance to socialise with their peers, share their experiences, discuss the hardships of their PhDs, relax, and feel part of UEA's postgraduate research community. This is especially important given the results of the Honesty Project and the current state of PGR mental health at UEA and especially within HUM.

It will also benefit postgraduate experience through widening engagement with the GSSF itself. The event will be used to distribute promotional literature about the Forum. It will be an opportunity for PGRs to meet and socialise with their reps and hopefully get engaged with the GSSF. It can also act as a pressure free environment for PGRs to raise concerns to the GSSF which will be taken forwards.

A key factor to all benefit from the event is the invitation of PGR directors to have an active 'role' as judges of the baking efforts of their students. The idea is to invite both PGR students and PGR directors to socialise and discuss matters of importance (or not) outside the strictly academic environment.

In terms of engagement with PGSU we intend to source as many of the materials as possible from the SU itself. We have decided to run the event in the bookable rooms to make PGRs aware of the facilities available. We will be clear in informing attendees how the event was funded. We will be more than happy to distribute PGSU literature alongside GSSF literature and will be more than happy to advertise the next PGSU Assembly meetings and make PGRs aware of PGSU events taking place. The organisers would also be more than happy to write a report of the event for PGSU. We would also love it if Madeleine would attend so she can meet more Hum PGRS and their GSSF reps again.

**How are you making this event inclusive?**

In terms of inclusivity we have decided to hold the event outside of work hours and at a location accessible for all PGRs.

We have made sure that there a wide variety of dietary options available. For example ordering vegan, vegetarian and gluten free nibbles.

In terms of refreshments we have made sure to offer parity between non-alcoholic and alcoholic beverages supplied.

**If there are any additional costs for your event, how will these be covered?**

The event is expected to run to the budget provided but if any extra costs arise they will be happily met by the organisers.

Thank you for your application to the Postgraduate Social Grant. Please send your completed application to Madeleine Colledge <mailto:m.colledge@uea.ac.uk> to be considered at the next Postgraduate Committee meeting.

Please make sure your application is submitted at least two weeks before you need the money as sometimes the Committee is unable to meet or postpones funding decisions to find out more information. Our budget for the year is £5,000, divided by semester (first, second, and summer period). Funds are restrictive, so please don't be disappointed if your application does not get accepted.