



**TAIDEYLIOPISTON YLIOPPILASKUNTA – HALLITUS
KONSTUNIVERSITETETS STUDENTKÅR – STYRELSE
UNIVERSITY OF THE ARTS STUDENT UNION – BOARD**

TaiYo grants for projects, associations and academy divisions

BOARD'S DECISION ON CRITERIA AND PRACTICES OF GIVING THE GRANTS

The University of the Arts Student Union annually gives grants to student associations and academy divisions operating within it and to its members projects based on a budget approved by the representative council. This decision describes the criteria and practices of giving the grants.

Categories and purposes of grants

The student union gives three kind of grants.

1. Project grants

- Are given to student union members, academy divisions and student associations for social and artistic projects, e.g. student pastime events, practice times for students' sport groups or socially engaged art projects and for organizing academy-specific traditional events
- All grants are given as maximum amounts, and the final grants are always paid according to realized costs (you must show the receipts).

2. Student association grants

- These grants can only be given to associations officially operating within ArtSU, ie registered or unregistered student organizations, for normal, ongoing activities such as meeting and administrative costs
- Amounts given will be paid as is.

3. Academy division grants

- Are given for student union's academy divisions for normal, ongoing activities.
- Amounts given will be paid as is.

Allocation process of project grants

The decision on giving project grants is made by the student union board. The following describes the process of allocating project grants.

1. Applications

The Secretary General receives project grant applications addressed to the student union board. Carefully prepare the application and include the project budget and implementation plan in it.

2. Qualifying

Applications will be disqualified for those that do not meet the criteria, i.e., applications that are directed to activities that TaiYo does not in principle support. TaiYo does not give grants for:

- Small group activities (few people / strictly limited community)
- For activities that primarily serve non-TaiYo members (e.g., a large festival)
- Artistic work of individual students
- Actions that are against of student union's values

3. Scoring

For the remaining applications, applications will be scored using a separate scoring tool based on criteria (see page 5). The purpose of the scoring is to facilitate the board's evaluation work and to make the allocation process equal.

The points application gets will be converted into a grant as follows:

- The amount of euros to be given will be divided by the total number of points given to all applications, giving the equivalent in euros. In this way, the points application gets are derived in euros and the amount is rounded to the nearest ten.
- However, the amount awarded may not exceed the amount applied. The Board reserves the right to make any changes in special cases.

4. Decision and other terms

The decision will be published on the student union's notice board and will be notified to the applicants.

Project grants are paid based on actual costs and receipts according to the project's budget. The beneficiary is obliged to keep a record of the project's income and expenses. If necessary, the beneficiary of the project grant must be able to verify the use of the grant. If the grant is not used within the project deadline or if it has been used contrary to the application, TaiYo's board may so decide not to pay the grant or to recover the grant already paid.

If the purpose of the project grant changes, the grant recipient must prepare a written application for a change in the project grant. The student union board decides on the change in the purpose of the project grant.

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Allocation process of student association and academy division grants

The decision on giving the student association or academy division grants is made by the student union board. The following describes the process of allocating student association or academy division grants.

The academy division grants are given based on application and its amount is the sum of the division grants decided by the representative council in its budget divided by three. Each academy division can get the division grant only once a year.

1. Applications (student association and academy division grants)

The Secretary General receives student association and academy division grant applications addressed to the student union board.

Write a free-form application and attach it

- the latest budget of the association/division
- the latest financial statement of the association/division
- the latest action plan of the association/division
- the latest annual report of the association/division
- the equality plan of the association/division if possible

2. Qualification (association grants)

The application may be disqualified if,

- It's missing attachments
- The organisation's actions are against the values of the student union
- The association is not officially operating within the student union
- More than 40 % of association's member are not Uniarts students (members of the student union)

3. Criteria (association grants)

The separate scoring tool (see p. 5) may be used in giving the association grants. The scoring tool is applied in situation where

- The total amount applied for association grants exceeds the amount specified for them

- in the budget approved by the representative council
- Järjestöavustuksiin yhteensä haettu summa ylittää hallituksen haussa määritellyn jaettavan maksimisumman
- The total amount applied for association grants exceeds the maximum amount to be given based on the board's decisions

4. Decision and other terms

The decision will be published on the student union's notice board and will be notified to the applicants. The grant will be paid for association or division as is.

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Criteria for giving the project and association grants

The separate scoring tool is used in evaluation of the project grant applications. The tool can be used also in giving the association grants where applicable.

Communality (10 points)

TaiYo supports activities that serve the purpose of the Student Union as to be a liaison to its membership. In practice, this means activities, events or projects that increase the sense of community, for example by increasing encounters, bringing new ways to participate in community activities or otherwise supporting the well-being of the student community. The evaluation emphasizes long-term effects and regularity. The evaluation also takes into account the organization of academy-specific traditional events. However, traditional events must also be open to students from other academies as appropriate.

Reachability (6 p)

TaiYo supports activities that serve its members as widely as possible. The exceptions to this are marginalized groups and TaiYo applies the principle of positive discrimination when giving grants and enables unique activities.

Crossing academy borders (6 p)

TaiYo supports activities that actively try to cross academy borders and increase students' community beyond them. The criteria emphasize working groups which consists of representatives of more than one academy and the referral of the project to more than one academy.

Transparency and communications (5 p)

TaiYo supports activities that aim to reach students widely and are communicated openly through various channels.

Realization of TaiYo's values (4 p)

TaiYo supports activities that actively promote the realization of the student union's values in the student community.

New ideas and projects (3 p)

TaiYo supports new projects compared to repetitive, continuous activities.

Realism (5 p)

TaiYo supports projects that are realistic and have a high-quality budget and implementation plan in their application. Other, own funding is also considered an advantage.

Quality of the application (5 p)

TaiYo supports activities whose application is of high quality and where the need for money and the need to carry out the project are well justified. It is also an advantage if the application has an accessibility and equality plan.

Application submitted on time (6 p)

Priority will be given to applications submitted on time.

The principles set out in this decision shall take effect immediately upon their approval by the board and shall apply until further notice. Amendments to them may be decided at a board meeting and shall take effect immediately, unless otherwise stated in the decision. The changes do not affect project, division and association grants awarded retrospectively in accordance with the principles previously were valid.

The board has approved this decision at its meeting 3/2022 10.2.2022.