



RIKTLINJER ÄSKNING
2020-09-08

Guidelines

Funding requests CIS-sports

Syfte med äskningen är att möjliggöra nya projekt eller finansiera projekt som inte har möjlighet att få andra medel. Ett annat syfte kan vara att projekten skall skapa ett mervärde för kårens medlemmar och vara inkluderande och välkomnande för en stor del av CIS medlemmar.

The purpose of this funding request is to enable new projects or finance projects that have no access to other funding sources. Another aim can be to add value for the Chalmers Student Union members and to be of value to a large portion of the CIS community.

Criteria

The project must:

- Fall within the scope of your own or CIS activities.
- Create additional value for CIS members.

The project should:

- Have a developmental purpose for the specific sport or CIS.
- Be unique and not recurring.

Prioritization

The CIS board decides which requests are approved. Below are the guidelines and priorities the board considers:

- Unique funding requests with a strong purpose to develop the sport at Chalmers are ranked highly.
- First-time events are ranked highest, followed by the development of existing events.
- Requests benefiting the greatest number of CIS members are ranked highest, followed by those benefiting the sport itself, and lastly, the coaches.
- Educational projects that are difficult to secure funding for are prioritized.
- Requests for equipment deemed particularly expensive, making it difficult for the sport to keep costs down, are given priority.
- Subsidization of events and training sessions.



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Decision Documentation

To allow the CIS board to make a decision on granting the request, a decision document must be submitted to the CIS board at info@cis-chalmers.se. Board meetings handling funding requests take place at the next decision-making meeting (**Mondays at 12:00**). A complete application must be submitted 7 days before the decision-making meeting via email.

Outcome

After the board's decision, an outcome report will be sent to the applicant, clarifying the decision and providing relevant comments. The decision will be communicated no earlier than 7 days after the meeting minutes have been approved. The board may approve or reject the request. The board may also approve a lower amount if it deems that the project fulfills the purpose but only part of the specified budget can be supported, or if multiple similar projects have applied and must share funding.

Disbursement of Approved Funds

Funds are disbursed after the request has been approved and the event has taken place or materials have been purchased. Only the difference between actual costs and income will be paid out, meaning no project can make a profit using CIS funding. Unused funds will be returned to the funding pool. **Retroactive support is not provided**, meaning the application must be approved before the event is carried out.