



CUOS Regulations Governing Establishment Grants for International Student Organizations

General

Article 1. Definitions

The following definitions are used in these Regulations:

- a. The University, the UG: the University of Groningen
- b. The Board of the University, the Board: The Board of the University of Groningen
- c. CUOS: Centraal Uitvoeringsorgaan voor de Studentenorganisaties; Central Executive Board for Student Organizations
- d. The Regulations: the CUOS Regulations
- e. Grant: the financial contribution awarded by CUOS or the University of Groningen to facilitate the organization of certain activities of a student organization, as opposed to a payment for goods or services provided to CUOS
- f. Establishment Grant for International Student Organizations: the financial contribution awarded by CUOS, provided with the aim of supporting the establishment of a new international student organization.
- g. Awarding a grant: the decision taken by CUOS to award a grant, subject to conditions.
- h. Organization: a student organization that focuses on the University of Groningen student community, defends and promotes the interests of University of Groningen students, is essentially open to all University of Groningen students and whose Board consists of students.
- i. Approval of a grant: the definitive decision taken by CUOS to award a grant.
- j. Financial year: the financial year of CUOS, running from 1 January until 31 December.
- k. Student: person who is registered as such at the University of Groningen or a person who is affiliated with the University of Groningen as a PhD student. The student or PhD student will be considered a student for the purposes of these Regulations for the entire academic year in which they graduate.

Article 2. Organizations eligible for the Establishment Grant for International Student Organizations

Organizations must meet all of the following conditions in order to be eligible for the Establishment Grant for International Student Organizations:

1. The Articles of Association (if these have already been established) must state at least the following:
 - a. The organization is a foundation or association
 - b. The organization works on a non-profit basis
 - c. The organization is essentially open to all University of Groningen students and not specific to a degree programme or faculty at the UG
 - d. The board comprises only students
2. The organization has a legal personality and is registered with the Dutch Chamber of Commerce, or intends to set up as a foundation or society/association and register as such at the Dutch Chamber of Commerce



3. The organization focuses on the international student community at the University of Groningen or on students of a specific nationality, and not only on a specific religion or political conviction
4. The aim of the organization is to encourage international students to participate in student life in Groningen, stimulating social interaction and interdisciplinary contact
5. The organization draws up a budget, annual report and annual accounts every year
6. The organization has an up-to-date administrative system for recording membership or student information, in which at least the full names and student numbers are recorded
7. The organization offers a diverse range of activities designed to enhance international students' social lives, requiring board work throughout the year
8. In the case of an association: the association has at least 25 full members who pay membership fees and who are enrolled at the University of Groningen or Hanze UAS Groningen
9. The organization contributes to the positive image of the University of Groningen or Groningen as a student city
10. The organization has received positive assessments from the Head of the International Strategy and Relations (ISR) department and the Head of the Strategy Department of Education & Research (SER) at the University of Groningen

Article 3. Financial necessity

Financial support is only awarded insofar as it is demonstrated that there is a financial necessity for support. Whether or not financial support was necessary is determined retrospectively.

Article 4. Total funding available

A maximum amount of € 1,000 can be awarded to an organization per year. The grant is paid out once the decision to award the grant has been made.

Article 5. Application procedure

An organization can submit an application for a grant at any time throughout the year to cuos.aanvraag@rug.nl. Applications for Establishment Grants for International Student Organizations will only be processed by CUOS if organizations provide the following information:

1. A fully completed 'Establishment Grant for International Student Organizations' application form
2. A draft budget and a draft activity plan
3. A list of at least 25 student members or students who support the establishment of the organization, using Form L

Article 6. Additional information

In order to carry out an accurate assessment, CUOS may request additional information.

Article 7. Substantive assessment criteria

CUOS will first assess the application on the basis of the conditions set out in Article 2. Submitted applications will then be assessed by CUOS on the following points:

1. Content (quality and substantiation)
2. Objectives and desired result
3. Target group and scope (size, need and additional range of activities)
4. Organizational approach (professionalism, feasibility and timeline)
5. Publicity plan
6. Level and reasonableness of costs and revenues
7. Opportunities and commitment to generate own income
8. Ratio between the requested grant and own income and expenses

Article 8. Weighting factors

When assessing an application and determining the grant amount to be awarded, CUOS takes into account the following weighting factors:

1. Do the organization's activities contribute to the diversity of the range of student activities?
2. Is there support for the activities?
3. Do the activities fit in with the University of Groningen's policy?
4. Do the activities contribute to the (broad) academic development of the participants?

Decision-making

Article 9. Provisional decision

1. CUOS will take a provisional decision and inform the applicant thereof within six weeks of receipt of the application.
2. A provisional decision includes:
 - a. The amount of the grant to be awarded
 - b. Further details that the organization must provide and/or conditions under which the grant will be definitively awarded
3. The grant is paid out once the decision to award the grant has been made.

Article 10. Justification

1. The organization must send an activity evaluation and a financial statement to CUOS no later than eight weeks after the end of the activity for which a grant has been awarded. The activity evaluation and the financial statement must include at least:
 - a. Justification of the use of the received funding
 - b. If applicable, an overview of the activities undertaken, including explanatory notes and stating the number of participants
2. If a project had already taken place when the decision to award a grant was taken, the activity evaluation and financial statement must be submitted no later than three weeks after the date on which the decision was made.

Article 11. Reduction of the grant

CUOS is entitled to reduce the grant or set it at € 0 if

1. In its opinion, the activities fail to sufficiently meet the organization's objectives
2. The activities for which a grant was awarded have not taken place, either in whole or in part
3. The organization has not properly accounted for or justified the activities undertaken and the associated income and expenses
4. The organization has provided incorrect or incomplete information, while the provision of correct or complete information would have led to a different decision with regard to the awarding of the grant
5. The amount of the grant was incorrect and the organization was aware of this or should have been aware of this
6. The activities do not meet the obligations attached to the grant

Article 12. Definitive decision

On the basis of the documents submitted pursuant to Article 10 and the possible applicability of Article 11, CUOS takes a definitive decision regarding the grant amount to be awarded.

Article 13. Views and objections

1. Decisions taken by CUOS regarding the distribution of the Establishment Grant are decisions on behalf of the Board.
2. The applicant may submit their views on the provisional decision to CUOS within ten working days of the date of the decision being sent. After these ten working days, CUOS shall take a definitive decision and communicate that decision to the organization.

3. Organizations have the right to lodge an objection with the Board within six weeks after a definitive decision has been announced, pursuant to the General Administrative Law Act (AWB).

Article 14. Unforeseen circumstances

All matters not provided for by these Regulations will be decided by CUOS.

Article 15. Citation

These Regulations may be cited as: CUOS Regulations governing Establishment Grants for International Student Organizations.

Article 16. Language

The English version of these Regulations is a translation from the Dutch. In the event of differences in interpretation between the Dutch and English text, the Dutch version will prevail.

Article 17. Date of commencement

These Regulations will take effect on 1 September 2019 and will replace the CUOS Internationalization Grants Regulations.