

**CUOS INTERNATIONAL GRANT REGULATION**

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## **Taking into consideration that:**

according to Article 2.e of the CUOS Regulation, CUOS is responsible for the decision-making process concerning grant applications from organizations requesting incidental financial assistance from the University of Groningen,

student organizations make a positive contribution to Groningen as a student city and provide students with the opportunity to develop in a range of areas other than the strictly academic and to gain experience in managing organizations,

with the growing numbers of international students the Board of the University wishes to foster international student life, provide social support to international students and encourage integration between international students and Dutch students,

this regulation will establish the following.

## **Chapter 1. General provisions**

### **Definitions**

#### **Article 1**

With regard to the implementation of this Regulation, the following definitions apply:

- a. The University: the University of Groningen
- b. Board of the University, the Board: the Board of the University of Groningen
- c. CUOS: Central Executive Board for Student Organizations (*Centraal Uitvoeringsorgaan voor de Studentenorganisaties*)
- d. The Regulation: the CUOS Regulation
- e. Organization: a student organization aimed at the University of Groningen student community and working for its benefit, open to all University students and managed by students
- f. International grant: a financial contribution provided by CUOS, meant to support an international student organization
- g. Awarding a grant: the decision by CUOS to award a grant in principle and under conditions
- h. Approving a grant: the definitive decision by CUOS to approve a grant
- i. Financial year: the CUOS financial year, running from 1 January until 31 December
- j. Student: anyone enrolled as such at the University of Groningen or anyone active as a scholarship student at the University of Groningen.

### **Objective**

#### **Article 2**

The CUOS International Grant Regulation is meant to encourage international students to unite in organizations that support internationalization. The grant is

meant to help found such an international organization and to draw up an initial plan for activities.

## **Organizations that are eligible for grants**

### **Article 3**

The only organizations eligible for a grant under this Regulation are those:

- a. that are truly open to all University students and are not specifically for one Faculty or degree programme within the University, and
- b. are aimed at either the international student community of the University or students of a certain nationality and not of a certain religion or political belief, and
- c. are aimed at providing international students with social structure where interdisciplinary interaction is encouraged, and
- d. make a substantial part of the organized activities available, within reason, to all University students, as judged by CUOS, and
- e. contribute to the positive image of the University or to Groningen as a student city, and
- f. are non-profit, and
- g. are managed by students, and
- h. are registered with the Chamber of Commerce (KvK – *Kamer van Koophandel*) as a Foundation or Society or are planning to do so.

### **Article 4**

An international grant is only issued if the head of the Office for International Relations (BIS) and the head of the University of Groningen Student Affairs Office have issued a positive advice to CUOS on the aims and structural organization of the applicant.

### **Article 5**

An international grant is only given when the necessity has been proven. Whether or not financial support was necessary is judged in retrospect.

## **Grant limit**

### **Article 6**

1. The maximum grant for each organization for every calendar year is EUR 1,000.
2. Once the grant has been awarded, the grant will be disbursed.

## **Chapter 2. Applications**

### **Procedure**

### **Article 7**

Applications for an international grant will only be processed by CUOS if the requesting organization provides the following details in advance:

- a. a completed international grant application form, and
- b. a draft budget and a draft plan of activities for the coming year, and
- c. a membership roll or a list of students who support the organization's establishment, with a minimum number of 25 students. Students and scholarship students who graduate in the year concerned are still considered students in this respect.

### **Article 8**

Grants may be applied for at any time.

### **Article 9**

In the interest of a fair assessment, CUOS may request additional information.

## **Chapter 3. Assessment criteria**

### **General criteria**

#### **Article 10**

To be eligible for an international grant, the organization must at least meet the following criteria:

- the organization must intend to adopt a budget, an annual report and an annual financial statement every year and to keep up-to-date records of membership, including the student numbers of University of Groningen students, and
- the organization must offer various activities intended to provide social support for international students, requiring year-round management, and
- the organization must be registered with the Chamber of Commerce (KvK) as a Foundation or Society or must be planning to do so, and
- if it is an association, it must have at least thirty University of Groningen students as members. Students and scholarship students who graduate in the financial year concerned are still considered students.

### **Specific criteria**

#### **Article 11**

All applications will be judged by CUOS on the following aspects:

- a. the content (quality and validation)
- b. the aims and desired result
- c. the target group and reach (extent, need and any additional activities)
- d. the organizational approach (professionalism, feasibility and time frame)
- e. the plan for publicity
- f. the costs and income involved and their equitability
- g. the possibility and effort to generate income
- h. the balance between the grant requested and the own income and expenses.

### **Article 12**

CUOS will use the following questions to judge whether an application should be granted and to decide the size of the grant:

- a. Does the activity contribute to the diversity of student activities on offer?
- b. Is there any interest in the activity?
- c. Does the activity fit in with University policies?
- d. Will the activity contribute to the academic education of participants in a wider sense?

## **Chapter 4. Decision-making process**

### **Grant decision-making process**

#### **Article 13**

Within six weeks of receipt of an application, CUOS will inform the applicant of the proposed decision on the international grant. A positive proposed decision will include:

- a. the size of the grant awarded, and
- b. which further details the organization must submit and/or any conditions which shall apply if the grant is definitively awarded.

#### **Article 14**

According to Article 7.3 of the CUOS Regulation, before taking a definitive decision CUOS will give the applicant the opportunity to respond to the CUOS decision, within ten days of the proposed decision being sent. After this period, CUOS will make its decision on the definitive grant.

### **Grant approval process**

#### **Article 15**

Within eight weeks after the financial year in which an organization received financial support has ended, the organization will submit an evaluation and a financial report to CUOS. The evaluation and financial report will at least include:

- a. an account of expenditure of the grant, and
- b. an account of the activities involved, and
- c. a summary of the participants involved in the activities, and
- d. the statutes and a registration overview from the Chamber of Commerce (KvK).

#### **Article 16**

CUOS is entitled to decrease the grant or to set it at EUR 0 if:

- a. according to CUOS, the activities carried out were not in line, or not sufficiently in line with the stated aims, and/or
- b. the activities meant to be covered by the grant did not take place, or did not take place completely, and/or
- c. the organization does not report properly on the conducted activities, including the income and expenses involved, and/or

- d. the organization submits incorrect or incomplete details, where correct or complete details would have led to another decision on awarding the grant, and/or
- e. the grant should not have been awarded for other reasons and the organization was aware of this or should have been aware of this, and/or
- f. the activities do not meet the grant requirements.

**Article 17**

Based on the documentation submitted in accordance with Article 15, CUOS will determine the grant.

## **Chapter 5. Objections**

**Article 18**

Within six weeks of the date of a proposed or definitive decision regarding awarding or approving a grant under this Regulation, an objection can be lodged against the decision with the University of Groningen Central Portal for the Legal Protection of Student Rights.

## **Chapter 6. Transitional and Final Provisions**

### **Unforeseen circumstances**

**Article 19**

In cases not covered by this regulation, CUOS will decide.

### **Manner of referral**

**Article 20**

This regulation may be referred to as the CUOS International Grant Regulation.

**Article 21**

The regulation is available in Dutch and in English. If the Dutch and English versions can be interpreted differently, the Dutch version is conclusive.

### **Date of commencement**

**Article 22**

This regulation will take effect on 1 September 2010 and will remain in force until 1 September 2012.

As decreed by the Board of the University in its meeting on 21 September 2010.