

VYY's project grant: Application instructions and grant criteria

General

The project grant can be awarded to an individual student, group of students, or an association (registered or unregistered) operating within VYY. The project grant is awarded for project-based activities, such as founding a new association, creating a new event concept, or participation fees. The project grant cannot be given to recurring activity, election campaigning, travel or accommodation expenses, or funding business activity.

The same applicant can be awarded several project grants during the year, up to 250 euros in total. The project grant can be a monetary grant or free-of-charge use of VYY's Leipsis sauna facilities.

Applying

To apply for a project grant, the applicant (the person in charge of the project, the association's chairperson, or other person in charge) must be a VYY member or represent an association that fulfills the criteria for associations operating within VYY.

An association operating within VYY

- has at least five members.
- is a registered association or is in the process of registering.
- does not engage in illegal activities or act contrary to accepted principles of morality.
- engages in activity that is directed at VYY members, or at least half of the association's members are also VYY members.

The application can only be submitted through the electronic application form on Docuware, and it must be submitted at least two weeks prior to the project/event in question. Please include the required attachments in PDF format. The applicant must answer the questions truthfully.

At the top of the application form, you must choose whether you are applying for the grant for a project/event, for event participation fees, or as a free-of-charge reservation of the Leipsis sauna facilities.

The application must include the following attachments:

- A description of the project.

- A detailed description of the project, the purpose of the project, and who the project is aimed at, etc.
- The schedule for the project and the estimated number of participants.
- Reasoning for why the grant should be awarded.
- A budget for the project.
 - The revenue and expenditure of the project.
 - Other grants and funds you have applied for.
 - The amount of project grant you are applying for from VYY.

Additionally, we consider it an advantage if the project

- is intoxicant-free.
- is interdisciplinary.
- improves the sense of community and wellbeing among students.
- is accessible and equal to all participants.
- is accessible to international students.
- attempts to minimize its environmental impact.

If VYY considers the applicant as non-conforming with our Declaration of Equality and Safer Space Policy, or otherwise as not acting according to VYY's values, VYY reserves the right to deny the applicant of the project grant. VYY may also demand repayment of the awarded and paid grant during the current grant period (i.e. 12 months from approval).

Reporting

In order to receive the awarded grant, the applicant must report to VYY about the use of the grant by 30 days after the event or project has ended. The grant is paid to the applicant after the project and approved report have been submitted.

The report is free in form, but it must detail the actualization of the project's plan and budget. If the report does not sufficiently describe how the project was completed or how the budget was met, or if the report is submitted late, the grant will not be paid.

The report must be sent to VYY's Board member responsible for organizations via e-mail at jarjestot@vyy.fi.

If you have any questions about the project grant, please contact VYY's Executive Board member responsible for organization (jarjestot@vyy.fi).