Loans and Grants process overview:

Student council financial committee

Societies that are on the Student Council’s register and individual students may apply for a loan or grant from the Student Council.

Loans are to be paid back to the Council within a mutually agreed timescale whilst grants require no return payment to the Council.

Any application for funds under £100 will be granted by Emily Barrow, member of the financial subcommittee who is overseeing the loans and grants process, with the approval of the Treasurer after scrutiny of the budget provided on the application form. Any request over £100 will require a decision by several members of the subcommittee, potentially requiring a short meeting with the applicant/ society representative, before going to the General Meeting for final approval. General meetings take place every half term.

To apply for a loan or grant, an application form is to be filled in. For a request to be successful it must be financially stable and beneficial to the student community. If you are successful with your application, you must be able to provide receipts to substantiate expenditure. If expenditure is not in line with that what was agreed at the time when the loan or grant was approved, then the council reserves the right to abolish the contract and demand reimbursement. In cases where the initial approved expenditure has changed, individuals/societies must inform Emily or Jola and the suitability of the new budget with its altered spending will be assessed. These contracts will be drafted and signed by the council and applicants in order to finalise the process before the funding is dispersed to those concerned.

All enquiries can be directed to Emily Barrow (EB119834@hillsroad.ac.uk) or Jola Maczkiewicz (JM119110@hillsroad.ac.uk)

Student Council Loan and Grant Application Form

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| Name of student/society: |  |
| Tutor group: |  |
| College email address: |  |
| Loan/grant: |  |
| Amount requested: |  |
| Project title: |  |
| Reason for the request: |  |
| Budget (include how loan will be repaid): |  |

Please complete and send to Emily Barrow via email EB119834@hillsroad.ac.uk