Student Clubs & Society Grant Scheme

Engineering & Information Technologies

Student Engagement, Education Support Unit

THE UNIVERSITY OF SYDNEY
Supporting the student experience

FEIT Student Clubs & Societies Grant Scheme
The Faculty of Engineering & IT offers funding for Faculty-level clubs and societies’ activities and events that directly support and engage the current students and wider Faculty community.

Clubs and societies are recognised as groups who have officially registered with the University Student Union

Student groups are recognised as faculty endorsed groups that aim to support the overall student experience and faculty outreach activities, but have not registered with the University of Student Union. The current list of Faculty endorsed groups are:

Bachelor of Engineering/ Music
Bachelor of Engineering/ Law (SUELS)
Aerospace Industries Association – University of Sydney Student Group
Engineers without Borders – University of Sydney Chapter

Ongoing Annual Support
Each year the Faculty will commit to supporting the following initiatives

• First Year Camp (SUEUA and SUITS)
• A dedicated Women in Engineering and Technology event
• SUEUA Annual Ball
• Engineering Revue

The ongoing annual support will still require an application process and budget. It will be at the discretion of the Faculty as to how much will be available, however it is our intention to be able to support the success and growth of all the initiatives that support faculty culture and the student experience.
What is included in the Grant Scheme?
The aim of the Grant Scheme aims to support educational, community building, or social responsibility outcomes for all students across the Faculty.

These include:
- Professional and social events that support the faculty student experience
- Initiatives and activities (non-event-based)
- Resources

If you need support with identifying student engagement needs outside of the usual society events, please contact us at feit.seal@sydney.edu.au

What is excluded from Faculty Funding and Support
The following activity types and support will be excluded from this scheme as these events are offered part of core faculty activities, supported by USU funding, or are out of scope for the level and kind of support a unit is able to be provided.

- Orientation Week or orientation related events
- Small scale weekly social events such as lunches and bbqs
- Social events for only for Society Executives
- Payment or procurement for alcohol
- Catering support and services for dedicated society events
- Event planning and logistics, including room and venue bookings
- Purchase of specific items for a society – a separate proposal can be submitted with attention to the Student Engagement and Leadership Manager at (feit.seal@sydney.edu.au).

Other important factors
Conflict of Interest
It is important to be aware of any conflicts of interest when engaging with a supplier, especially if the faculty funding directly benefits an individual or an associate of the individual linked to the relevant society or student group.

Payment Process
Payment(s) will be made with the provision of a tax invoice and email confirmation from the treasurer or secretary of the relevant society. It is recommended that payment is made directly to a supplier and not a society account. Unfortunately retrospective payments after an event may not be possible, so it is advisable to apply for funding during the application rounds.
Applying for Funds
Society Execs will be invited on a bi-semester basis to apply for funding for upcoming society events at the following proposed times:

- April
- June
- August
- October

This means that adequate planning is required on behalf of society executive teams to have a well-planned schedule of activities for their members and the broader faculty student community.

A notice will be sent to all societies via email when the Grant Scheme application is open. All applications will be submitted through an online form.

Maximise Funding Opportunities & Plan Ahead

It is best to apply for funding for scheduled semester or annual-based events which are scalable and has a broad reach amongst the faculty student community.

- Preference and priority will be given to events that
- Have a broad appeal to all schools in the Faculty
- Demonstrate collaboration with other societies and student groups
- Support inclusivity and are socially and culturally diverse in engagement and delivery
- Inclusive and culturally diverse
- Support educational and professional development

Useful Links and Info for Planning

Student Societies in Engineering & IT
sydney.edu.au/engineering/socs/index.shtml

University Calendar & Semester Weeks
web.timetable.usyd.edu.au/calendar.jsp

University Venues
Search for venue types, availability, and the online booking form
web.timetable.usyd.edu.au/

Safety on Campus
sydney.edu.au/campus-life/safety-security.html