

STUDENT LED ACTIVITY FUND

GUIDANCE DOCUMENT

Before you apply, please note:

- The Student Led Activity Fund supports co-curricular or extracurricular activities organised by students for the benefit of the greater student community.
- The Student Led Activity Fund is supported by the Student Experience Forum (STEF) which aims to enhance the student experience and support our SPS student societies. You can find out more about STEF [here](#). Led by Linzi Crawford, Student Experience Manager, your application will be assessed by a panel of STEF members.
- A minimum of 14 days' notice must be given between an application being received and funds required. e.g. If you are applying for funding to be put towards an event on 15th June, your application must be received by 1st June at the latest.
- To be eligible for funding, the applicant(s) must be SPS students. Applications from informal groups and established clubs are welcome.

- Social activities are ineligible for funding unless associated with a broader learning experience e.g. drinks reception following a lecture or Q&A event.
- Students can only apply for funds of up to £75.
- The form for claiming expenses can be found [here](#). Further information regarding the process and general FAQs are available [here](#).

Application Criteria

Ideally, your application should demonstrate:

- an aim to be inclusive across the SPS student community,
- the particular benefit of your proposed activity to yourself and SPS students.
- how you will share and reflect on your experience, the benefits gained, explaining what you have learned from the process.

Application deadline

Applications for the SPS Student Led Activity Fund are open on a rolling basis.

The application form can be downloaded from the website or the Moodle Information Hub. Completed proposal forms should be emailed to Linzi.crawford@glasgow.ac.uk

Next steps

A member of the panel may be in touch upon receiving your application with specific questions, depending on the nature of your proposed activity.

You may be invited to an informal interview with Linzi Crawford, Student Experience Manager, or a member of her team.

A decision on your proposal will be made as soon as possible, and will be confirmed with you in five working days.