

# Grant Policy



Adopted by the Membership Meeting 2026-02-24  
Revised 2026-01-11

## Information about the application

One of the purposes of the Linné Student Union is to support student associations at Linnaeus University in their work to maintain high-quality student social activities and educational monitoring for students at Linnaeus University. The Linnaeus Union wants student associations to be able to organize high-quality projects and activities for their members. To support the activities of student associations, the Linné Student Union offers the possibility to apply for partial funding or full funding of projects and activities.

It is important that the activity or project promotes student benefit and is primarily aimed at students at Linnaeus University. Partial funding of projects is the Linnaeus Union's approach to supporting projects or activities that are beneficial to students at Linnaeus University, but for which student associations may need financial support in order to carry them out.

A student association may apply for funds an unlimited number of times, but may be granted funding a maximum of two times per operational year of the Linné Student Union (July–June). The norm is that an association is granted a maximum of SEK 20,000 per operational year. If the full amount of SEK 20,000 is granted, the association may not submit further applications during the operational year.

Several student associations may apply for funding for the same project/activity and thereby receive more than SEK 20,000 in total; a clarification of how much from each association's grant allowance must be clearly shown in the budget section of the template. In the application it must be clear which associations are applying, as well as a representative from each association.

The student association may decline the Student Union Board's decision. A review may take place if obvious errors have occurred in the Board's decision-making.

If the project/activity requires support other than purely financial contributions, the Linnaeus Union may be able to help. Questions regarding the design of the application and other related questions are welcomed by the Student Union.

## Requirements for submitting an application

These requirements must be met for the Board to process the application. If all requirements are not met or if the template is not correctly completed, the application will automatically be returned without being processed at the Board meeting.

- Only student associations approved by the Linné Student Union, with a valid cooperation agreement, are entitled to apply for funding or other assistance from the Board.
- Applications must be made using the application template available on the Linnaeus Union's website.
- The application must be submitted to one of the officers responsible for student social affairs in the Linné Student Union no later than 14 days before the next Board meeting, or by the date communicated by the responsible officers as the deadline for the period. It is the responsibility of the applying association to find out the date of the next Board meeting.
- The application should be received by the officers responsible for student social affairs no later than eight weeks before the project/activity takes place. This is in case the application needs to be returned for revision. If there are

special reasons, the responsible officers may choose to allow an application to be processed even though the event will take place within two months.

- An application must comply with the Linné Student Union's core values and must not contradict them.
- An application may only concern one activity/one project. If the application concerns an activity within a larger event, the entire event must be presented in the application.

### **What the Board considers in its decision and the application's quality**

These perspectives will be considered by the Board when processing the application at its meeting.

It is important that the application presents the student association's view on these perspectives so that the Board can assess approval of the application and the total amount of funding that may be granted.

- Whether the project/activity promotes student benefit at Linnaeus University.
- Whether the project/activity is primarily aimed at students at Linnaeus University.
- Whether the project has a budgeted break-even result; the Linné Student Union does not grant applications where the project/activity generates a profit. Therefore, the application is expected to include a clear budget for the project/activity. If the project/activity generates a profit, the Linnaeus Union does not require the profit to be repaid.
- What the student association intends to purchase with the requested amount. Exceptions may be made, but since the purpose of applications is to support associations in projects/activities that are not always included in their planned budget framework, the Board generally does not grant applications concerning fixed assets. Fixed assets refer to items the association can reuse, such as office supplies, clothing, furniture, etc.
- If the project/activity is cross-campus, a higher application amount than the maximum amount may be granted. The Board views projects/activities that are inclusive of all university students (Växjö, Kalmar, satellite campuses and distance students) positively.
- The Linnaeus Union does not grant funds for the purchase of alcohol. The Board views applications that promote an alcohol-smart party culture and an alcohol-free environment positively.
- The requested amount in relation to the size of the activity. The Student Union Board may consider granting a higher amount for projects/activities that are aimed at a larger number of students.
- The quality of proposed counter-performances. Counter-performances describe how the student association can highlight the Linnaeus Union's involvement/support in the project/activity and/or what the association can offer the Student Union in return for the support the application entails.

Examples of counter-performances appreciated by the Linnaeus Union:

From all associations

- State the Linnaeus Union as sponsors of the project/activity
- Spread information about the Linnaeus Union's buddy program
- Spread information about the Linnaeus Union's literature scholarship
- Help out at the Linnaeus Union's events, e.g. membership coffee events, Linnékäv etc.
- Reduced price for Linnaeus Union members for the project/activity

From educational associations

- Encourage members to complete course evaluations after the course has ended
- Dissemination of vacant student representative assignments

From interest associations

- Environmental and sustainability-promoting activities linked to the Linnaeus Union's sustainability policy.

- Cooperation with the Linnaeus Union's committee EUniWell

## **The application process**

How the Board handles applications before, during and after its meetings.

### **Before**

An application should be submitted to the officer responsible for student social affairs at least eight weeks before the project takes place, and at least 14 days before the next upcoming Board meeting.

The Board meets once per month. Application requests submitted later than the above deadlines risk not being processed at the next Board meeting.

The officer responsible for student social affairs ensures that the application meets the requirements to be processed at the Board meeting.

- If the requirements are not met, the officer responsible for student social affairs sends the application back to the association. The association then has the opportunity to revise and resubmit it.
- If the requirements are met, the officer responsible for student social affairs adds the application to the documents for the Board meeting.

### **During**

The Board discusses the application in relation to the perspectives presented in this application policy.

The Board makes a decision regarding the application. Possible decisions are approval, return for revision, and rejection.

- Approval means that an amount has been granted and will be paid out to the association.
- Return for revision means that the Board lacks information to make a decision regarding the application. The association will have the opportunity to supplement its information. The application may then be considered again at a new Board meeting.
- Rejection. The application has not been granted and the project/activity will not be allocated funds.

Decisions cannot be appealed. A review may take place if obvious errors have occurred in the Board's decision-making.

### **After**

As soon as possible, but no later than 14 days after the Board meeting, the Board provides a written decision stating:

- Whether the application was approved, returned for revision, or rejected.
- The reasoning behind the Board's decision.
- Requirements for counter-performances
- Deadline for reporting back to the Board
- Counter-performances for the application are carried out by the student association.
- All approved applications must be followed by a report to the Board. This is most often done by the student association submitting receipts for what was purchased with the granted funds and presenting how they carried out the counter-performances.
- If the project/activity is not implemented, the association may be required to repay the granted funds.
- A report must be submitted from the association to the officer responsible for student social affairs. The reporting template from Linnek.se must be completed and submitted no later than 4 weeks after the association has received a decision on the application. Or when the funds the association received have been used and counter-performances have been completed, the officer responsible for student social affairs has the right to decide a final deadline for the reported follow-up. If reporting does not take place or if any counter-performances are not fulfilled, the association may be required to repay the funds.