

DIRECTIVE ON THE PROMOTION OF STUDENT INITIATIVES OF OTHER EUROPEAN UNIVERSITY VIADRINA (RL-INITIATIVE)

dated: 3May2006, amended16June2010,13December2010,21February2011,31May 2011,27June 2013andlast on17June 2020

The German version of this document remains the original and binding version.

§1 Scope of application

This guideline applies to all applications for funding for students' initiatives from the student body of the European University Viadrina (EUV) within the framework of the student body's financial year for the period of funding. It does not constitute a legal entitlement to funding from the student body.

§2Definition

Definition of initiatives in the sense of this guideline are student initiatives, which are intended to ensure the continued and permanent fulfillment of the tasks of the student body (§16Abs.1 3Principle of Interest Grants to student initiatives may only be awarded if the student body of the EUV has a substantial interest in the fulfillment of the tasks of the initiative.4Eligibility for funding

(1)Eligibility for funding is basically given if the initiativea) has at least eight members, b) has a majority of students of theEUV (Art.1 statutes of the student body), (c)a board of directors which legally represents the initiative on the basis of a statute.

(2)The granting of funds under this Directive shall not be precluded by the guidelines for project funding.

(3)Funding of initiatives which make a profit in the context of their activities shall not be excluded.

(4)Funding of initiatives whose main purpose is the generation of profits is excluded.(4)Funding of initiatives with goals outside the Brandenburg Higher Education Act (§16 para. 1 sentence 4 BbgHG) is excluded.

§5 Application

(1)All initiatives that meet the requirements of §2,4 of this guideline are eligible to apply.

(2) Funding will only be granted if the application is signed in writing and sent to the AStA-Referat für Verwaltung & EDV (asta-verwaltung@europa-uni.de). The electronic form is equal to the written form. A detailed description of the initiative, a statement of reasons for the application and a financial plan for the financial year in question must be attached to the application, stating the eligibility for funding. The application for funding in the following financial year (§ 3 Financial Regulations of the student body) must be submitted to the AStA-Referat für Verwaltung & EDV (asta-verwaltung@europa-uni.de) by 30 April. Applications received at a later date will not be considered.

(2a) The financial plan includes all expected expenses and income, especially membership fees and third-party funding. The financial plan does not include project funding from the General Student Committee (AStA). Expenses are understood to be running costs that are necessary for the existing initiative. The initiative funding may not be used for the implementation of projects. The financial plan is to be drawn up in tabular form.

(3) Applications received are to be examined by the AStA by 31 May in accordance with these guidelines. The result of the examination is to be immediately communicated to the student parliament, which decides on this basis on a grant. (4) A copy of these guidelines is to be handed over to the respective initiative when the application is submitted.

§6 Grant amount

(1) The student parliament annually determines a sum which is made available for the promotion of student initiatives. This amount is paid out proportionally to the initiatives found to be worthy of support. In justified exceptional cases, deviations are permitted.

(2) The maximum amount of funding is always 80 percent of the total budget of the initiative, in justified cases it is possible to exceed this amount.

(3) The maximum amount of funding per initiative is 1 percent of the budget of the student body in the period applied for.

(4) If the amount of funding is more than 500 EURO, it must be transferred to an existing account that is used exclusively for the initiative. This account must not be in the name of the initiative. 7 Funding decision The result will be communicated in writing to the applicant initiative by the student parliament and, in the event of rejection, the reasons will be given.

§8 Method of payment

(1) Funding will be transferred to an account to be named by the applicant initiative.

(2) Unused grants are to be repaid within two weeks after submission of the statement of accounts, without being asked to do so.

§9 Accountability Report

(1) In the case of a grant, a signed written account of the use of the funds from the day of the decision of the student parliament to support the initiative within the framework of the entire budget of the initiative must be submitted to the student council without being requested to do so, exclusively by April 30th at the student council office. All expenses incurred from May 1 to the time of the new decision of the Student Parliament on the initiative support for the coming financial year are to be listed in a separate report and submitted to the MASTA within two weeks after the decision of the Student Parliament. The report is also to be sent electronically to the ASA Administration & IT (astaverwaltung@europa-uni.de) officers initiatives that do not have a follow-up application for funding are not eligible for funding.

(2) The final report will contain a written, definitive statement of income and expenditure, an inventory of the items financed by the student body, provided that they exceed a purchase value of € 20 and do not constitute consumables, as well as a written final report on the activities of the initiative, from which the protection of the principle of interest according to § 3 of these regulations is to be taken.

(3) If necessary, the student may request access to the financial documentation of the initiative.

(4) If the reports are submitted late and incomplete, the student may be excluded from the next budget year by decision of the student parliament.

§10 Duty to inform

The Initiative is obliged to draw attention to the financial support provided by the student body in event announcements, media information and publications.

§11 Violations of this guideline

In the event of violations of this guideline and significant deviations in content from the stated objectives of the Initiative as well as in the event of improper use of the funds, the full amount of the funding must be repaid. The same applies in the event that an initiative participates in the competition for a mandate in the student body of the governing body, in which case the Student Parliament may exclude funding in the sense of this guideline for the following budget year.

§12 Entry into force

This guideline comes into force with its adoption by the student parliament on May 3, 2006.