

SUBU Clubs and Societies Grant Funding Guidance

All recognised SUBU clubs and societies are eligible to apply for grant funding to support their events and activities.

Funding must be applied for in advance of any purchases being made and must meet the relevant criteria of the grant being applied for.

Grant allocations are determined by the Awarding Committee, which includes your VP Student Opportunities. This committee meets eight times per year and you must have submitted your application by the advertised deadline for funding to be considered at the next Awarding Committee meeting.

Core Grants available for application through the Awarding Committee throughout the Academic year:

- **General Grant:** Funding to cover general costs that better the experience for your members such as trips, competition entries or external speakers.
- **Facilities Grant:** Funding that can cover up to 50% of the full cost of insurance, storage, venue hire and equipment for your club or society.
- **Transport Grant:** Funding of up to 50% towards the cost of one external vehicle hire such as coaches, minibuses, and trains per term.
- **Accessibility Grant:** Funding that can cover the cost of an activity/equipment that will enable your club/society to be more open and accessible to members who may not be able bodied and/or neurodiverse.

Specialist Grants available at certain times of year:

- **Give it a Go Grant:** To support SUBU Clubs and Societies with new membership recruitment, you will be eligible to request funding towards a Give it a Go event during Freshers and Refreshers time. The club or society must register their Give it a Go event with the Student Opportunities Team prior to requesting this funding. More information on the Give it a Go process is available on the Committee Zone, [Trips and Events](#) page.

Automatic Grants (no need to apply):

- **New Society Start up grant:** This grant will automatically be given to new SUBU Clubs and Societies who complete their onboarding, without the need to apply. This grant can be used towards equipment purchases or launch events to support the club or society to get started. For the 2025/26 Academic Year, the New Society Start up grant will be £50.

For the 2026/27 academic year, the total funding available is £17,000.

How to apply for Grant Funding:

To apply, simply complete the Grant Funding form available [here](#).

SUBU has lots of clubs and societies, so grant funding is highly competitive with a lot of groups requesting a grant. Complete the form to the best of your ability as this will increase the likelihood of your request being granted.

Remember: SUBU clubs and societies are expected to be financially self-sustaining with income generated through memberships, ticketed events, sponsorship, and fundraising. Grant Funding cannot be relied upon to support your regular activity.

Key Dates for 2026/27:

There are 8 points in the year that you can apply for a core grant. The following submission deadlines are **9am** on the following dates:

Friday 11th September 2026

Wednesday 7th October 2026

Monday 2nd November 2026

Monday 7th December 2026

Tuesday 12th January 2027

Tuesday 9th February 2027

Tuesday 16th March 2027

Monday 26th April 2027

Any grant applications received after 9am on these dates will be reviewed at the next Awarding Committee providing the subject of the application does not become retrospective.

The Awarding Committee

The panel is made up of SUBU staff and your VP Student Opportunities. They will consider your application based on the grant criteria as well as:

- The quality and detail of the application
- The applications contribution to the overall aim of the club
- The impact on equal opportunities and inclusion
- The club/societies spend to date and ability to manage their finances
- Previously awarded funding

Grant Criteria:

SUBU will only grant funding for full BU members (i.e. current students). SUBU are not able to award grants that will subsidise costs for AUB or associate members (such as Alumni/Staff members).

SUBU cannot award a grant retrospectively (for something that has already been paid for).

You should plan well in advance of your activities in line with the Trip and Event process. You can apply for more than one grant per application.

The table below includes a list of what is likely and unlikely to be awarded but it is not an exhaustive list. Where applications clearly demonstrate the benefits to your BU members consideration will be given for all requests.

Core Grant	What the grant is likely to be awarded for	What the grant is unlikely to be awarded for
General Grant	1 Competition entry per club per year 1 trip per club per year External speakers External conference/event attendance Training	Social events Food, Drink, or refreshments Printing and/or stationery Fundraising events Kit/Clothing Committee only items/events Personal items such as gifts
Facilities Grant	Up to 50% of the full cost of... External venue hire Insurance Equipment Storage Hire Affiliation fees	
Transport Grant	Up to 50% for the cost of one Minibus, car, or coach hire, and/or public transport per term.	Petrol for any journey Damages/accrued Fees Additional insurance (for example overseas)
Accessibility Grant	Equipment Activities Insurance Kit	Personal items Marketing

Spending your Grant Funding:

If your grant is successful and is funded or part-funded, your requested sum of money will not be deposited into your club account. Any purchases and/or payments that you would like to make from your awarded funding will be made on your behalf via SUBU. You will need to provide the associated invoices along with the relevant Finance paperwork (either a Claims form or Purchase Order Request).

Your awarded funding from the grants must be spent within 3 months. If you do not spend this money, it will be redistributed in future rounds of grant awarding.

Appeals process:

If you are unhappy with the decision of the Awarding Committee and you would like to submit additional information in the form of an appeal, this must be made within 5 days of the Awarding Committee's decision.

Please email full details of your appeal with supporting evidence to suclubs@bournemouth.ac.uk

The decision of the clubs and societies Awarding Committee is final and a member will be in touch with you after your appeal submission.