

Allocation of resources to activity groups

All activity groups will be invited annually to submit resource requests for the following academic year. These must be completed by the newly elected committee, in consultation with the outgoing committee of the activity group and must be made in conjunction with a development plan for the coming year.

All requests must be based on actual need which can be accounted for and verified, such as necessary affiliation fees, necessary equipment etc.

If requests cannot be properly verified and justified they may be rejected or the figure requested may be cut to a figure that can be verified and justified.

It is recognised that some activities are intrinsically more expensive than others.

Resource submissions will be checked against known criteria.

Criteria will include:

- number of members
- level of activity in previous year
- compliance with any Code of Conduct which exists
- contribution to BUSU's aims
- previous over and/or underspend

Resources will be allocated by the relevant sabbatical officer in discussion with the sub-group treasurer on the basis of the above. These will then be reported to the sub-group executive.

Reasons for allocations may be queried by any activity group and may be appealed to the sub-group executive.

Resources will be allocated once the sub-group budget has itself been allocated.