

v/ (Name of the officer responsible for welfare funds)

Post box 1202

Date XX.XX.20XX, Place: .....

## Application Form for fund for political and academic events 20XX

Make yourself familiar with the rules of allocation of funds for political and academic events, and apply for a reasonable sum. The rules can be found at <https://en.studentdemokratiet.no/reglement-av-velferdsmidler>.

If you have any questions, please contact the officer responsible for welfare funds at the Student Board by phone, or send an email to [studenttinget@nmbu.no](mailto:studenttinget@nmbu.no).

The application should be delivered by email to [studenttinget@nmbu.no](mailto:studenttinget@nmbu.no) or be handed in on paper form, to post box 1202

.....  
(Name on the organization)

### Contact information:

1. Postbox/post address:.....
2. E-mail:.....
3. Account number:.....
4. Name of owner of the account:.....
5. Contact person: .....
- Phone number:.....E-mail:.....

### Additional information:

6. Student share of members within the organization:.....
7. Entrance fee per participant: ..... No entrance fee
8. External funding (amount, source): .....

9. (Name of organization) applies for

POST(N): \_\_\_\_\_,-

Total sum applied for: \_\_\_\_\_,-

All organizations that apply for funds for political and academic events must submit a complete application.

### Application

- Formal Application.
- Short summary regarding the organization.
- Short summary how the organization contribute to the student welfare and activities on campus.
- How the event will affect the students on campus.

#### **A description of what the event or activity will contain:**

- a) A short description of the event or activity itself.
- b) The program for the day.
- c) The audience or focus group.
- d) An estimate of attendees.
- e) How the event or activity will contribute to the student environment and student welfare.
- f) The budget for the event or activity where it states clearly what the societal meetings funds will be used for

### **REMEMBER: A report has to be delivered after the event has been conducted**

The report must be delivered to the officer responsible for welfare funds at the Student Board at the latest two (2) weeks after the event happened. All receipts must be enclosed in a separate appendix to the report.

Look for the report template, or ask the officer responsible for welfare funds for a copy.