

Do you have an idea, event, project or activity to improve sustainability on campus but need a hand to develop it? Our **FXU Green Fund** might be the answer:

### Who can apply?

Any current individual students or group of Falmouth University and/or University of Exeter Cornwall Campus students can apply for this fund to support a project and aims to enhance the sustainability of Penryn and/or Falmouth Campus and beyond.

### What can I apply for?

Students can request up to £2,000 to support a new or existing sustainability event or project which is open to all students. This may be a one off event or project that takes place over a period of time on campus or in the community. Projects/events should tackle energy conservation, waste reduction or sustainability. A larger award may be considered for an exceptional application.

### What cannot be applied for?

You cannot apply for funding for an event, project or activity that is already on the FXU events programme or is currently offered by an FXU partner. Events, projects or activity that will be assessed as part of your academic course can also not be funded through this scheme.

As FXU is a charity we are unable to fund events or projects which are raising money for other charities. For advice and support in this area please contact the FXU Volunteering & RAD Manager for advice.

As all profits must be reinvested in the scheme, fundraising events/projects are not eligible. We will not fund projects/events that are not open to all students.

### How do I apply?

Complete the application form and return it to FXU. Applications will be considered on at least a twice termly basis.

We understand that proposals and bids for funding are not something that everyone has experience with but it is a brilliant skill to gain. To help you make the most of this opportunity we are more than happy to assist anyone that has difficulty in filling out the application form or would just like some general guidance on how to do so.

If your application is successful you will be expected to complete an Event Plan providing full information about the event/project including a risk assessment.

If you require assistance email: [activitiesteam@fxu.org.uk](mailto:activitiesteam@fxu.org.uk)  
or pop into the FXU Office at Penryn or Falmouth

## How will the application be assessed?

The Assessment Panel consists of:

- FXU President Student Experience
- FXU Activities Director & Deputy CEO
- Plus additional Executive Officers and Staff members as appropriate for the project/event

The Assessment panel will consider the following criteria when assessing applications:

- Events/projects must be launched in this academic year of application
- Funding will be allocated based on each application and/or proposal and the relevance of the project to FXU's mission, values and aims.
- You will need to be able to demonstrate how you will promote and make the project/event accessible to **ALL** students.
- The assessment panel will consider the originality of the project/event
- The assessment panel will consider whether the event/project fills a gap/offers students additional opportunities
- Only projects delivered by current students will be considered
- Funding will be offered on the basis that:
  - FXU will be acknowledged in all marketing material and may report the activity in the press
  - Funds are only used for the purpose stated in the budget
  - All FXU procedures are followed
  - Any profit generated by events/projects will be reinvested back into the scheme
- Successful applications will be required to complete an evaluation form, provide monitoring information and contribute to the review of this scheme.
- Successful applications will be required to provide good quality images to document the event/project
- The decision of the panel will be final

If you require assistance email: [activitiesteam@fxu.org.uk](mailto:activitiesteam@fxu.org.uk)  
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**Sustainability**

*How does your event/project reduce energy and waste and encourage sustainability? (max 200 words)*

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**FXU mission, values, aims and priorities**

*How does the proposed event/project support the FXU mission, values and aims? (max 200 words)*

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**Accessibility**

*How will you ensure the proposed event/project is accessible to ALL students (max 200 words)*

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**Marketing**

*How will you promote the event/project to make sure all students know about it. Have you thought of any novel ways to advertise and grab student attention? (max 200 words)*

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**Risks**

*Think about what might go wrong with the project/event (lack of interest, poor marketing, illness etc) and what you might do to prevent these things from happening. Please give a short list of possible risks and your response to overcoming or preventing them.*

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**Additional funding sourced**

*Have you applied for any other funding? If so, this will not prejudice your funding application but please let us know how much and from who (including an external Sponsor or individual club/society account).*

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**Legacy**

*Is there scope to build in legacy to continue the good work of the project/event?*

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**Total funding requested from FXU**

*(Refer to budget breakdown)*

£

## Green Fund Budget Form

Your budget forms a major part of the assessment process. Please complete all relevant sections of the budget below providing as much detail as possible and add items specific to your event/project.

Please itemise expenditure and income related to your particular project/event using the tables below. Please give us as much details as possible. Expense items may include, but are not limited to; venue hire, purchase of items, marketing, ticket printing cost, décor, running costs and catering.

Expenditure				
Item	Cost Calculation	Cost	Supplier	Additional Information
		£		
		£		
		£		
		£		
		£		
		£		
		£		
		£		
		£		
		£		
		£		
		£		
TOTAL EXPENDITURE		£		

Income		
Item	Calculation	Cost
		£
		£
		£
		£
		£
		£
TOTAL INCOME		£

