

President's Campaign Fund Guidelines

The President's Campaign Fund is a sum of money awarded annually by the Students' Association to all students, to support student campaigns and activism not otherwise supported by other funds. Such campaigns can take many forms but must be on issues that affect students as students. The money is awarded on a discretionary basis upon request to the Association President, in consultation with the Campaigns & Impact Co-ordinator.

Application Process:

To apply for funding from the President's Campaign Fund, students need to complete the PCF Application Form which can be found through this [Microsoft Form](#).

Please make sure you log in with your personal St Andrews username, not a private account. You should receive a response from the Association President within 5 working days of submitting the form. Please do not assume funds are confirmed until confirmation has been issued.

Guidelines:

- The President's Campaign Fund (PCF) works on a reimbursement basis, which means that you will need to show evidence of any purchases (e.g. receipts, invoices) in order to get reimbursement. It is not possible to get money before purchases.
- Any student working on an eligible campaign can apply to the fund.
- Money from PCF can be used to pay for campaigns organised by students. Examples of initiatives that could receive funding are:
 - External speaker events (follow the [External Speakers Policy](#)).
 - Materials for craftivism such as placards, paints, banners etc.
 - Leaflets, posters, or similar materials .
 - To pay for more specific training for your campaign group.
- Money from the fund cannot be used to pay for alcohol.
- Events may be funded through the PCF where:
 - The total amount available for a campaign is capped at £100
 - Exceptions to this cap can be made with advanced prior consultation with the Association President and the interim Finance Director.



- Any large-scale events will fall under the Major Events Checklist, and Risk Assessment Policy, as set out by the Students' Association.
- Applicants are not to assume funding has been granted until confirmation has been issued.
- Changes to a campaign after the fund is awarded may lead to changes in the funding, or even withdrawal of funding. It is mandatory to notify both [president@](mailto:president@st-andrews.ac.uk) and [vk79@](mailto:vk79@st-andrews.ac.uk) of any changes applied to the campaign including change of focus, or change of intended purpose of the funding.
- It is the normal expectation that campaigns funded by the PCF will make use of Association facilities, except where these are not available or suitable for the event.
- It is good practice that events funded from the PCF can be joint events with a Subcommittee, Officer, or a Society. In such case, we encourage a reasonable cost splitting between both parties. If you are organising a joint event, all above mentioned guidelines continue to apply. While the PCF cannot be used to pay for alcohol at a joint event, the Society can sponsor alcohol at such events.
- Events are to be open to all students on an equal basis and follow the Students' Association Equal Opportunities Policy.

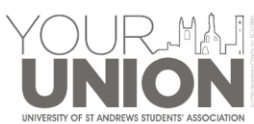
Good Practice:

The Students' Association strongly encourages collaborative campaigns. Depending on the nature of your campaign, you could collaborate with different student [officers](#), [subcommittees](#), or [societies](#).

If you have any questions about the President's Campaign Fund, please direct them to [president@](mailto:president@st-andrews.ac.uk)

Cam S. Brown

Cam S. Brown | YOUR **Association President**
University of St Andrews Students' Association



University of St Andrews Students' Association
St Mary's Place, St Andrews, KY16 9UZ
☎ 01334 46 2700
✉ union@st-andrews.ac.uk

