**Student and Staff Annual Round**

**Expression of Interest for SSAF funding**

This is an Expression of Interest (EOI) that will be reviewed by the Charles Sturt University Student Senate for next year’s funding.

You will receive notification on the outcome of your EOI by the SSAF Team once decisions have been finalised.

There is limited budget available for allocation. Charles Sturt University Student Senate is interested to see projects funded by SSAF that benefit large proportions of the Charles Sturt student cohort and positively impact the overall student experience. Proposals need to align with student priorities identified in the student survey and the 19 legislated areas within the Government guidelines. Please note that SSAF funding will not be carried forward into the following year.

If you require support to complete this EOI, please contact ssaf@csu.edu.au

More information about how to submit your EOI is available on the [Current Students website page](https://www.csu.edu.au/current-students/financial-and-scholarship/fees/student-services-amenities-fee-ssaf).

More information about SSAF is available on the <https://www.education.gov.au/higher-education-loan-program/approved-hep-information/student-services-and-amenities-fee-ssaf-and-sa-help>

Next steps after you submit your application:

### Student Senate review

All Expressions of Interest (EOI) received in the annual round will be collated and sent to the Charles Sturt Student Senate for their consideration and approval of SSAF funding for these projects. The SSAF team will then notify you of the outcome of your submission before the commencement of the new year in which the funds will be spent.

**Submit your completed Expression of Interest to** **ssaf@csu.edu.au** **by the SSAF Student and Staff Annual Submission Round closing date listed on the SSAF webpage.**

## Proposer overview

|  |  |
| --- | --- |
| Proposer name position titleEMAIL ADDRESSstudent ID | *If you are a staff member you need to include your title and contact email* *Student ID number needs to be included here if you are a student* |
| ProJECT Lead name and positon title | *Name of staff responsible for the project and expenditure of funds also completing the reporting required for all SSAF funds spent.**For student proposals this would most likely be a Student Representation Officer from the Division of Student Experience or a staff member within the area of which the proposal will run.* *Please contact engagement@csu.edu.au if you require assistance/support with your project* |
| Project AFFILiaTION | *If your project overlaps with a service within the university it would involve collaboration, it would be advisable to consult with this area before putting in the application**Where management of project will sit i.e. Division, Faculty, School, Campus etc.**Do you have endorsement from this area?* |
| STAFF Proposal REVIEW | *For Staff proposals you will need signed support here from Manager, Associate Director, Executive Director or Executive Dean that supports your project:**Name:* *Signed:* |

## Proposal overview

|  |  |
| --- | --- |
| Project title |  |
| project summary *Max 60 words* |  |
| Project Description*Max 400 words* |  |
| project Outcomes*Identify the outcomes intended from this project and explain how they will enhance the student experience.* |  |
| impacted students*Identify and explain what proportion of students will be impacted by this project.* | *Online students, on campus students, only certain faculty students* |
| project category | [ ] Building and/or facilities infrastructure[ ] Information Technology[ ] Student experience[ ]  Other |
| project ssaf history*Identify and explain if this project has previously been rejected or approved for SSAF funds.* | *If this has been done before, please provide details on how it went, including any statistics or usage data. Also, explain why it is worth continuing to fund based on past results and expected benefits.* |
| If this is a recurrent SSAF funded project please supply details/numbers around student usage of this project and how well it has been used/implemented |  |

## Proposal financial overview

|  |  |
| --- | --- |
| CASUAL Salary budget |  *Only casual salaries can be funded by SSAF* |
| Non-salary budget |  |
| Total SSAF budget  |  |
| is there any other funding From another area contributing to this project? If yes how much? | *Indicate how much SSAF is required to contribute to this project* |
| Sustainability statement*Indicate what occurs post funding e.g., project ceases; project initiatives absorbed into standard operating processes and funding etc* |  |

## Project requirements

|  |  |
| --- | --- |
| Student survey outcomes*Students have told us their top priorities for the spending of SSAF funds.* *Identify which priorities your proposal meets.* | [ ] Supporting health and wellbeing of students[ ] Helping student obtain employment or advice on careers[ ] Student Club activities and events [ ] Providing food/drink to students on campus[ ] Helping students develop study skills[ ] Online and on campus orientation[ ] Transport/Transfer and accommodation services during intensive schools[ ] Student Club activities and events  |

|  |  |
| --- | --- |
| 19 Government Legislated areas funding must fall into at least one of the Government Legislated areas for which funding can be spent. | [ ] Providing food or drink to students on a campus of the higher education provider[ ] Supporting a sporting or other recreational activity by students[ ] Supporting the administration of a club most of whose members are students[ ] Caring for children of students[ ] Providing legal services to students[ ] Promoting the health or welfare of students[ ]  Helping students secure accommodation[ ] Helping students obtain employment or advice on careers[ ] Helping students with their financial affairs[ ] Helping students obtain insurance against personal accidents[ ] Supporting debating by students[ ] Providing libraries and reading rooms (other than those provided for academic purposes) for students[ ] Supporting an artistic activity by students[ ] Supporting the production and dissemination to students of media whose content is provided by students[ ] Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled[ ] Advising on matters arising under the higher education provider’s rules (however described)[ ] Advocating students’ interests in matters arising under the higher education provider’s rules (however described)[ ] Giving students information to help them in their orientation[ ] Helping meet the specific needs of overseas students relating to their welfare, accommodation, and employment. |