

Regulations Discount Regulation

Chapter 1. General provisions and conditions

Article 1. Definitions

1. Grant: financial contribution to a group, provided to facilitate specific activities.
2. Project group: a group or committee that works towards a production (for example a play) in a relative short amount of time within a set period of time and has its own closing budget.
3. Student Board: the Usva Student Board, part of the University Student Cultural Centre (USCC) of the University of Groningen.
4. Discount regulation: discount on the rental price of halls in Usva for a calendaryear.
5. Provisional grant: the grant that is made available to a cultural organization following the assessment of the grant application and subject to conditions. If, during the procedure for establishing the definitive grant, it proves that the applicant has failed to meet the conditions, the definitive grant may be reduced.
6. Definitive grant: the grant that is definitively awarded to the grant applicant after the supporting and evaluation documents submitted by the applicant have been assessed.

Article 2. General conditions

1. A project group or organization is only eligible for a project grant according to these regulations if the group consists of at least 50% UG or PhD students. In the case where this rule causes difficulties (such as a gallery where art of a non-student is shown), the Student Board will make a special decision for the applicant.
2. Project groups have to be an organization or foundation or be part of one. A committee of an organization fulfills this condition. This condition follows from the law; Usva can only sponsor organizations and foundations. When a project group does not fulfill this condition, it is still recommended to contact Usva, such that alternative options can be assessed. To prove this, a project group needs to send the Articles of Association of the organization or foundation.
3. Activities with one or more of the following characteristics are ineligible for discount regulation:
 - a. Activities with no relationship with art and culture;
 - b. Activities that are not open to or not intended for all UG students;
 - c. Activities with a commercial objective;
 - d. Activities that are entirely dependent on Usva funding;
 - e. Activities intended for only a very limited group of students or that will benefit only a very limited group of students;
 - f. Activities provided for individuals;
 - g. Activities that are closed to the public;
 - h. Activities that are otherwise unsuitable for the allocation of a grant.
4. At any moment, the Student Board may request to inspect the accounts of projects receiving grants.

Article 3. Financial conditions

1. Financial support provided under these regulations is always considered to be complementary to other means of funding. The requested grant amount may not be more than 30% of the total amount of requested funding.
2. Financial support is only awarded insofar as it is demonstrated that there is a financial necessity for support. This also means that the activity in question may not generate a profit. This is determined retrospectively.

Chapter 2. Discount regulation applications

Article 4. Options

Project groups and organizations can receive discount regulation in addition to the project and/or activities grant, but also when they receive no financial support from Usva.

Article 5. Required information

1. Applications for discount regulation will only be processed by the Student Board if the organization provides the following information:
 - a. A completed application form;
 - b. A covering letter detailing the background to the application;
 - c. An overview of the staff complement (incl. position and UG degree programme).
 - d. All UG students must submit a proof of registration (a proof of registration guide is available here: <https://www.rug.nl/education/bachelor/international-students/admission-and-application/statement-of-enrollment>). PhD students can prove that they have an appointment with a written declaration provided by the relevant organization. Research assistants and research students are not considered as students for the purposes of these Regulations.
2. It is possible to request discount at the same time as project and/or activities grant. In this case, the requestor has to provide the information mentioned in article 5 part 1 sub b to d only once.
3. The Student Board may request additional information from the applicant, orally or in writing, if it deems this necessary for the proper assessment of the application.

Article 6. Deadline for submitting applications

1. There is no deadline for sending in an application for discount. They can be send in during the entire year.

Article 7. Processing the application

1. The Student Board will only process the grant application if the applicant meets all the conditions described in these Regulations, including articles 5 and 6.

Chapter 3. Decision on the discount regulation

Article 8. Assessment

The Student Board will assess the following project characteristics before awarding a provisional grant:

- a. Content and quality;
- b. The objectives and the desired result;
- c. The target audience and the reach (size, need and addition);
- d. Organizational approach (professionalism, feasibility, time frame, etc.);

Article 9. Decision to award a provisional grant

1. The Student Board will inform the applicant of the provisional decision regarding their application within eight weeks of the deadline for submitting applications.
2. The Student Board and CUOS reserve the right to reject grant application for reasons not mentioned in these Regulations, whereby they will inform the applicant of these reasons.
3. A decision to award a provisional grant will comprise:
 - a. An agreement for discount on rental prizes at Usva, for the rest of the calendar year;
 - b. The conditions that the organization or project group must meet for the grant to be approved as definitive at the end of the financial year.
4. A decision not to award a provisional grant will include a motivation for this decision.

Article 10. Accepting a provisional discount

1. If, within two weeks of receipt of the decision as described in Article 9, Paragraph 3, a grant applicant fails to reject a provisional grant awarded to it, the provisional grant will henceforth deem to have been accepted and the grant year will enter into force.
2. By accepting the provisional grant, the grant applicant commits to the following:
 - a. To include the Usva logo, clearly legible and in the appropriate colour, in all its online and offline publicity material such as flyers, posters and programme booklets. The logo and instructions for using it can be found here: <https://www.usva.nl/en/business/subsidie/download-logo/>. The logo must at least be the same size as the other logos, and in any case no smaller than one percent of the total surface area of the flyer, poster or page.
 - b. To refer to the Usva as “Student Culture Centre Usva”, whereby Usva may not be written in capitals.
3. By accepting the discount, the applicant provides Usva with permission to publish, present or reproduce images (e.g. photos of productions performed in the Usva theatre), whereby the applicant will not be remunerated for the use of these images.

Artikel 11. Own responsibility

Someone who has received the discount grant is responsible for renting the room on time and cannot use the provided discount as a guarantee that the room is available.

Chapter 4. Decision on the definitive discount regulation

Article 12. Required information

The organisation or project group must send the Student Board the following documents at most six weeks after the end of the calendar year:

- a. A general short report of the activities;
- b. Copies of all promotional material used.

Artikel 13. Recovery

When the applicant did not meet the requirements mentioned in Article 9 Paragraph 3 sub b, Article 10 Paragraph 2 and/or Article 12, the Student Board is authorized to partially or fully reclaim the discount, which means that the saved costs can still be charged.