



# OS FOBOS Model (OSFM)

Organisation of Study Associations | Document 20210205

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## Preamble

FOBOS (*Financial Support for Students in Exceptional Circumstances*) entered into force on September 1st 2013. FOBOS regulates both the grants for board members and the grants for the organization of a number of activities. Within FOBOS, several categories are distinguished. This model concerns the distribution of activism grants in the category Extra & Incidental (E&I). This category is separated into several subcategories: Boards, Must, Boards Extra, Should, Could, and (Probably) Not.

This model is aligned with the FOBOS regulations as set out by the Student Union, Student Affairs Coaching & Counselling and *Commissie Persoonlijke Omstandigheden* (English: Committee Personal Circumstances). The FOBOS regulation entails regulations with respect to FOBOS UT-wide.

## Definitions

### Article 1

OS	Overleg Studieverenigingen Universiteit Twente (KvK 06091479) ( <i>English: Organisation of Study Associations</i> )
ABC	Activism Grants Committee of OS
GMA	General Members Assembly
<i>Associations / Members</i>	Study associations which are active member of OS
<i>Activism Grants</i>	Activism grants as defined in the FOBOS regulations
FOBOS	Financiële Ondersteuning Bijzondere Omstandigheden Studenten <sup>1</sup> ( <i>English: Financial Support for Students in Exceptional Circumstances</i> )
UT	University of Twente
E&I	Additional and ad-hoc grants ( <i>Dutch: Extra &amp; Incidenteel</i> ) as defined in the FOBOS regulations (Appendix B, paragraph 6; Appendix C)
<i>E&amp;I meeting</i>	Meeting with all UT umbrellas and the SU where the distribution of Activism Grants in Extra & Incidental is discussed
SU	Stichting Student Union Universiteit Twente (KvK 06091450)

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<sup>1</sup> <https://www.utwente.nl/nl/ces/sacc/regelingen/fobos/fobos.pdf>

<i>Applicant</i>	Person who, on behalf of one of the Associations, submits a request for Activism Grants
<i>Subcategory</i>	One of the subcategories within the E&I category: Boards, Must, Boards Extra, Should, Could, or (Probably) Not
<i>SRC</i>	Study Tour Committee of OS, which is authorized to assign subsidy from the UFonds to Study Tours of associations, which is done following the regulations of the SRC.
<i>UFonds</i>	Stichting Universiteitsfonds Twente (KvK 41027119). Fund of the University of Twente to subsidy activities within the UT community, for example study tours.
<i>Umbrellas</i>	Umbrella associations associated with the Student Union, which represent associations within their respective clusters

## General

### Article 2

1. The OS board is responsible for installing an ABC, preferably before October.
2. The ABC is responsible for processing Activism Grants for committees of the Members of OS.
3. The ABC is not responsible for processing Activism Grants which are already covered by categories of FOBOS other than E&I.

### Article 3

1. This document concerns the distribution of activism grants in the E&I category of the FOBOS regulations.
2. This model is aligned with the FOBOS regulations as set out by the Student Union, Student Affairs Coaching & Counselling and *Commissie Persoonlijke Omstandigheden* (English: Committee Personal Circumstances).
3. FOBOS entails regulations with respect to Activism Grants UT-wide.
4. This document is subject to any and all alterations of the FOBOS regulations. In case any references in this document are outdated to alterations in the FOBOS regulations, the references should be read as originally intended.

### Article 4

1. Unless stated otherwise, all date and month indications in this document take place within the same academic year.
2. In any case where an indication of a date is given in this document, the ABC may deviate from that date in case they deem it necessary, given the OS GMA is sufficiently informed of these deviations in advance.

## Subcategories & requirements

### Article 5

1. There are five subcategories within the category of E&I: Boards, Must, Boards Extra, Should, Could, and (Probably) Not.
2. Articles 6-11 specify requirements for activities to be eligible for the different subcategories.
3. Article 12 specifies additional requirements to be taken into consideration by the Applicant.

### Article 6

The Subcategory Boards is meant for boards of smaller associations (<100 members) which do not receive Activism Grants in category 2 of the FOBOS regulations.

### Article 7

1. The Subcategory Must is meant for activities which are essential for the Association, including, but not limited to, study tours and symposia.
2. For study tours, the following criteria must be met:
  - a. the purpose of the activity is to organize a study tour for members of the Association;
  - b. the activity complies with the SRC regulations.
3. For symposia, the following criteria must be met:
  - a. the purpose of the activity is to organize a substantive and study-related day, accessible to all members of the applying Association.
  - b. the activity is study-related;
  - c. the activity is open to all members of the organizing Association;
  - d. the activity lasts one day;
  - e. the activity mainly has external speakers and possibly workshops;
  - f. the organizing committee has a peak workload around the time of the activity.

### Article 8

1. The Subcategory Boards Extra is meant for larger associations (>200 members) who have more than five board members.
2. In order to be eligible for grants in this Subcategory, the applying Association must have had more than five board members for the duration of at least one month during the respective calendar year.

### Article 9

1. The subcategory Should is meant for activities/committees which are highly important for the Association, though not necessarily essential, including, but not limited to, Europe trips, career events, excursions, Kick-In committees, Lustrum committees and organizing committees of regional or national events.
2. To be eligible for this Subcategory, the following criteria must be met:
  - a. the purpose of the activity is substantive and study-related, with the aim of offering a broadening and deepening of the knowledge of the participants;
  - b. the activity must be study-related;

- c. the activity must be open for all members of the organizing Association (however, this may be subject to a study progress requirement);
  - d. the activity should at least take one day;
  - e. visiting or receiving external study or career-related parties plays a central role;
  - f. it is compulsory for organization members and participants to be present at the substantive activities;
  - g. the applying Association does not exceed a maximum of three commitments with respect to Symposia and activities in the Subcategory Should.
3. Activities may also be eligible for this subcategory if they do not meet the requirements set out in paragraph 2, if:
  - a. the activity is of importance to the Association given its purpose of recruiting new members; or
  - b. the activity is of importance to the Association given it is a large activity in which the identity of the Association is clearly demonstrated; or
  - c. the activity is of importance to the Association given its purpose of profiling the Association regionally or nationally.
4. Additional rules and requirements for Europe trips are as follows:
  - a. a Europe trip is defined as a minimum 4-day trip abroad.
  - b. for trips under five days, at least three dayparts have to be spent on substantive activities.
  - c. for trips of five days or longer, at least 2/3 dayparts (only counting working days, excluding travel time) have to be spent on substantive activities.
  - d. a daypart is defined as half a day.
  - e. substantive activities are defined as activities with educational value with respect to the study programme of the participants, career-related activities such as company visits or cultural activities.
  - f. a short but complete report must be made of the Europe trip. This contains a detailed report of each substantive activity.
5. Additional rules and requirements for career events and excursions are as follows:
  - a. a career event is a multi-day (minimum of two days) event in which external study or career related parties play a central role.
  - b. an excursion is multi-day (minimum of two days) trip in which participants visit one or more external study or career related parties.
  - c. The main goal of the activity is profiling the study programme and its study association.
  - d. a short and complete report should be made of the career event or excursion, with a detailed report of each substantive activity.
6. Additional rules and requirements for Kick-In activities are as follows:
  - a. the activities organized should be mainly focussed on freshmen students.
  - b. the main goal of the activity is to encourage participants to get acquainted with the Association and their fellow students, and to properly prepare freshmen for student life.
  - c. the activities organized should at least include some substantive parts regarding the educational programme, the University of Twente and student life in general.

- d. activities do not necessarily need to take place during the Kick-In of the University of Twente.
- 7. Additional rules and requirement for Lustrum committees are as follows:
  - a. the activities organized should mainly focus on profiling the Association.
  - b. the activities organized should demonstrably require more effort than usual activities organized by the Association.
  - c. the activities organized should include at least one activity which is open to all UT students and/or alumni of the organizing Association.
- 8. Additional rules and requirements for organizing committees of regional or national events are as follows:
  - a. the activity organized should be focussed on participants at a regional or national level.
  - b. the main goal of the activity should be substantive, study and/or career-related and focussed on the promotion of a social connection between students from different backgrounds.

#### **Article 10**

- 4. The Subcategory Could is meant for activities that are helpful additions to the Association but are less important than those in the Subcategory Should and should therefore be rewarded only after Should is filled. This category includes, but is not limited to, IT committees and Educational committees.
- 5. For IT committees, the following criteria must be met:
  - a. the committee should be the main entity responsible for the creation and maintenance of the IT infrastructure of the Association.
  - b. the committee must mainly consist of members of the Association.
- 6. For Educational committees, the following criteria must be met:
  - a. The committee must be the main entity responsible for (advising the officer of educational affairs in) handling educational affairs within the Association.
  - b. The committee must mainly consist of members of the Association.

#### **Article 11**

- 7. The Subcategory (Probably) Not is meant for all other kinds of activities/committees, including, but not limited to, activity committees, almanac committees, alumni committees, archive committees, magazine committees, master committees and parents day committees.
- 8. To be eligible for this Subcategory, the request should be:
  - a. in line with the minimum requirements laid out for E&I grants in FOBOS.
  - b. accompanied by sufficient motivation from the Applicant.

#### **Article 12**

- 1. In the E&I category, board members are only eligible for Activism Grants in the Subcategories described in article 6 and 8 of this document .
- 2. Activities must have taken place or have been completed in the relevant calendar year.
- 3. For all committees/activities in the E&I category and consequently Subcategories described in article 6-11, there should be a demonstrable minimal workload of 240 hours in the respective calendar year, in line with the regulations set out in FOBOS.

4. If an activity does not meet the requirements for any of the Subcategories, the ABC is free to decide in which Subcategory, if any, the activity is included.

## Privacy

### Article 13

1. In case the Applicant violates privacy regulations including, but not limited to, the *Uitvoeringswet Algemene verordening gegevensbescherming* and the General Data Protection Regulation (GDPR), the ABC may decide to exclude the respective activity from Activism Grants. At repeated offense, the ABC may fully exclude the Association from any Activism Grants.
2. A violation as mentioned in paragraph 1 occurs when the Applicant sends the OS and/or ABC personal data of third parties when submitting the application or the evidence for said application, including name, photo, contact details or other personally identifiable information, without sufficient legal basis to do so.

## Request

### Article 14

1. The Associations are asked by the ABC in January to register all activities that will take place in the upcoming calendar year with the ABC.
2. To register an activity, the following information has to be provided to the ABC:
  - a. applying study association;
  - b. intended Subcategory for the activity;
  - c. name of the activity;
  - d. expected date or time-frame of the activity;
  - e. expected range of costs of the activity;
  - f. expected working hours of the committee as a whole, spread over the entire time frame of organizing the activity; and
  - g. short description of the activity, including focus/relevance for students, expected size and scalability, and expected content.
3. Unless communicated otherwise, the deadline for registration of activities is February 1st.

### Article 15

1. The ABC will draft a proposal regarding the provisional list of activities for which Activism Grants will be requested.
2. The proposal will at least contain a list of approved requests and their respective subcategories and a list of rejected requests including the reason(s) for rejection.
3. The proposal is presented no later than at the March OS GMA where it is to be approved by the Associations.

### Article 16

1. In case the proposal as mentioned in article 15 is approved by the OS GMA, the OS board will communicate the provisional list of activities to the E&I meeting.

2. The proposal that is communicated to the E&I meeting is subject to change in case the E&I meeting decides changes are necessary to reach unanimous approval by the Umbrellas.
3. In case the proposal as mentioned in article 15 is rejected by the OS GMA, the ABC will reconvene to create a new proposal with input from the Associations. The new proposal will be put to a vote at the subsequent OS GMA.

## Proof

### Article 17

1. The Associations are asked by the ABC in October to provide proof for all activities that took place in the current calendar year.
2. The following information has to be provided to the ABC:
  - a. applying study association;
  - b. assigned Subcategory of the activity;
  - c. name of the activity;
  - d. number of committee members;
  - e. estimated hours of committee work per committee member and motivation of said workload;
  - f. date or time-frame of the activity;
  - g. description of educational relevance (if given);
  - h. description of student networking/community relevance (if given);
  - i. description of professional/skill development in the activity (if given).
4. The following proof has to be provided to the ABC:
  - a. program booklet (if no programme booklet has been created each activity needs to be described in detail: per hour for symposia/one day activities, per activity per day for trips/business courses);
  - b. budget overview.
5. Unless communicated otherwise, the deadline for delivering proof for activities is November 1st.

### Article 18

1. The ABC will draft a proposal regarding the approved list of activities.
2. In the proposal, the amount of grants per committee will be rounded, since requesting fractions of Activism Grants is not possible.
3. The proposal will at least contain a list of approved activities and their respective subcategories and a list of rejected activities including the reason(s) for rejection.
4. The proposal is presented no later than at the November OS GMA where it is to be approved by the Associations.

### Article 19

1. In case the proposal as mentioned in article 18 is approved by the OS GMA, the OS board will communicate the approved distribution to the Student Union.

2. In case the proposal as mentioned in article 18 is rejected by the OS GMA, the ABC will reconvene to create a new proposal with input from the Associations. The new proposal will be put to a vote at the subsequent OS GMA.

## Additional provisions

### Article 20

1. This document is cited as: "OS FOBOS Model" or "OSFM" for short, stating the year in which the document enters into force.
2. This document goes into effect after first approval by the OS GMA and is valid indefinitely unless this is contrary to article 3, in which case that article should prevail.
3. This document repeals the documents 'General Model of OS Activism Grants including manual classifications A-C' (20200503) and 'Regulations and manual - Activism Grants OS classification D' (20200504) as approved by the OS GMA on May 3rd, 2020.
4. This document can be changed or repealed at request of the OS GMA.
5. In case of disagreements about (the interpretation of) this document, the ABC and/or the OS board decides. Associations may appeal this decision at the OS GMA.