



HHGS Business Relations Stipend Policy

Introduction

The purpose of the Business Relations Stipend policy is to give associations, projects, and committees within HHGS the opportunity to get financial support and in return give exposure to HHGS, without encouraging consumption. Subsidy requests from the Business Relations Stipend are primarily for profile materials that are going to be used in longer periods of time, not for single use products.

Furthermore, the Business Relations Stipend is one of the ways that HHGS aims to take responsibility for the environment by financing products that are sustainable and can be used over several years. In case of any unclarities and questions, contact the Head of Business Relations in the Student Union Board.

Chapter 1 Purpose and regulation of subsidy requests

- §1 HHGS associations, sections, projects, and committees can apply for subsidy requests from the Business Relations Stipend.
- §2 The stipend subsidizes purchases that gives HHGS exposure. The Head of Business Relations should always be open for new ways of exposing the Student Union.
- §3 HHGS logotype must be visible on the subsidized product.
- §4 All payments must go through HHGS.
- §5 Subsidies from the Business Relations Stipend accrue to the association and not to private bank accounts.
- §6 The stipend strives to be cost and environmental-conscious.
- §7 Associations, sections, projects, and committees applying from the Business Relations Stipend must have contacted HHGS communicated profile-product partner first if you are ordering profile material. HHGS associations, sections, projects, and committees can talk to other suppliers if the general offer from communicated partner is not competitive.
- §8 Subsidy request can only be made for the same kind of product every second year. The Head of Business Relations is responsible for documenting HHGS associations, sections, projects, and committees' purchases. Exceptions can be made for, but is not limited to, wear and tear, missing sizes, and continuous occurring operation costs.



- §9 No later than 30 days after purchase is made, an economic report should be provided to the Head of Business Relations of the Student Union board unless otherwise stated in connection with the granted request. The money will be transferred to the association's account after providing the above-mentioned report as well as receipts to back up the costs, as well as proof of visible HHGS logo on the product.
- §10 Overdue reports may result in the payment being withheld.
- §11 Both a pre-request and final report need to be accepted by the HHGS Head of Business Relations before money is transferred.
- §12 Sustainable and environmentally friendly products will be prioritized when evaluating requests by the Student Unions' Head of Business Relations. Profile material with prints that aggravates reuse over several years will not be prioritized.
- §13 The Student Unions' Head of Business Relations aims to approve or deny a subsidy request within a reasonable time of receiving the final request.

Responsibility

- §1 The Head of Business Relations of the HHGS Board is responsible for updating and following-up this policy. If you have any questions about this policy, contact the Head of Business Relations of HHGS Board.