

**DATE:** **Version Approval Date:** 11 March 2019 Adj06/19  
**STUDENT BRANCH:**  
**SUBMITTED BY:**

## Information

Commencing in 2019, IEEE Student Branches (SB) in NSW will receive a budget allocation based on previous year's activity. Financial incentives are outlined below as to how each student branch can accumulate funding. This approach ensures alignment with the Sections priorities and transparency as to the funding of each branch. Unused budget allocation cannot be rolled over to another year. All activities claimed must be detailed in the previous year's student branch report. A budget is required to show how funding earned will be spent. Money spent must be in the best interests of IEEE and its members. Newly formed student branches or where a branch has been inactive, up to \$1,000 may be allocated as start-up funds in the first year; a detailed plan and budget is to be submitted to the NSW Section for approval.

## BUDGET ALLOCATION

Request for \$1,000 start-up funds

Description	Available	Claim
<b>Current Year Activities</b> (to obtain default funding)		
Current year committee advised to Section & previous year report submitted (if applicable) & branch has an IEEE SB banner & budget submitted with this document	\$500	
<b>Previous Year Activities</b> (to obtain beyond default)		
At least 4 technical events held and placed on vTools	\$400	
At least 2 social events held	\$200	
At least 1 joint activity/competition with 1 or more other SBs	\$150	
At least 10 undergraduate members and 2 on the committee	\$100	
Community Contribution: Funding application for SIGHT project; video upload to academic.ieee.org; IEEE volunteer work for Section event or sponsored conference; other IEEE community initiative	\$100	
SB web page up to date	\$50	
SB Facebook page has at least 12 posts (2 per month) spread across 6 months. Other social media engagement as appropriate	\$50	
At least 1 joint activity with IEEE Young Professionals	\$50	
At least 2 members attend the Section AGM	\$50	
At least 2 articles submitted to NSW's Circuit newsletter	\$50	
At least 1 entry to a IEEE R10 competition	\$50	
At least 1 team competing in IEEE Xtreme	\$50	
Parkes Milestone YouTube video provided to section	\$200	
IEEE SB Prize money and/or funding received from IEEE Society	Value	
<b>Total Money Available for Budget</b>	-	\$

I confirm that the funding claim is correct as per our activities and money spent will be in the best interest of the IEEE and the branches members.

**Signature:**

**Signature:**

**Name SB Chair:**

**Name SB Councillor:**

**Date:**

**Date:**