

FOBOS E&I GRANTS DIVISION MODEL

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Introduction

With FOBOS, there are some Extra & Incidental grants that should be divided under the Umbrellas (Apollo, FACT, Organization of Study Associations (OS), Sports Umbrella Twente (SUT), UniTe) by the Student Union (SU). Those grants can be assigned to the associations under the umbrellas. The SU has to decide how many grants should go to which umbrella. The umbrellas are free to choose how many grants should go to the associations under them. Since a few years (around 2018) a new model was developed for this distribution of grants, in order to fairly divide the grants among the organisations of the Umbrella's. Right now, three years later, the model seems to work well and for a major amount of the time the umbrellas are under agreement of the distribution of grants.

The model

Goal

The model should lead to a division of the grants between the umbrellas. For that division, it is necessary to have details about which committees/students should get FOBOS according to the umbrellas. Therefore, details about the committees act as input for this model. Paradoxical about this, is that umbrellas are still free to choose how to divide the grants between committees after they received the grants from the SU.

Explanation of the model

The model exists of two aspects; we use categories to decide *which committees* should get FOBOS first, this is done by a prioritization of the committees and by using variables. The prioritization is based on the importance of the committees. The variables, on the other hand, should give an indication about *how many grants* should be provided to a committee.

A. Categories

1. BOARDS
2. MUST
3. BOARDS EXTRA
4. SHOULD
5. COULD
6. NOT

The categories are quite subjective so an explanation is given below. The classification of student bodies, is a difficult part of this model and it could make it too complex. However, classifying the committees is very important when there is less FOBOS budget available than is needed in E&I (as is the case in 2020). Dividing the grants on workload could make the model less complex, but then the importance of the committees could be ignored. Therefore the division of committees among those six categories, are based on a prioritization.

B. Prioritization: criteria for the categories

At the moment a committee is placed in a certain category based on whether the committee 'belongs to the core', has 'impact' and has a 'substantial workload' relative to the sector. Those criteria for the prioritization of categories are defined as follows:

1. Core
 - Defined as being close to the main pillar(s) of the association and/or important for the continuity of the association.
2. Impact
 - The amount of influence on the course of events associated with the core values the committee has at an association.
 - The influence the committee has on the continuity of the association.
3. Workload relative to sector
 - The amount of work a committee requires compared to other committees from the same sector.
 - An organisation needs to have at least a substantial workload to fall into a category higher than probably not. A substantial workload is defined as **at least 320 hours per year**. 320 hours is for example calculated as 4 committee members working for 2 hours each week for 40 weeks. 320 hours compares to about $\frac{2}{3}$ grants ($320 * 0.0021 = 0.672$ grants).

C. Variables

Variables are used to define the workload of the committee. The committee will not get grants in the first four categories of E&I, when the workload is less than 320 hours. The variables to determine the workload are the following (can also be found in the excel sheet of E&I)

- Hours/week
- Weeks active
- Number of committee members

A multiplication of the above mentioned variables, define the total workload of one committee.

Explanation of categories

1. BOARDS:

This category is only for boards that do not get FOBOS in category 2. This means this category will be relatively empty, to assure that there is always FOBOS available for these boards. This are mainly boards, that are stated in category 1.

2. MUST:

Those are the committees that are essential for the existence of an association. When these committees are not available for an association, it is a big problem, not just a pity.

Committees in this category: belong to the core of an association, are so important that without them the association would not be living up to its core values and/or the continuity of the association would be endangered.

3. BOARDS EXTRA

The current FOBOS policy (2021-2022) only gives a maximum of twelve fulltime grants to a maximum of five board members. However, in 2020, the umbrellas and the SU agreed upon the fact that the sixth board member is necessary to make progress in the organisation when it is that big. With five tasks can mainly only be continued as it has always been done. Therefore, since 2020, a new category was created, namely 'boards extra'. This means that big associations (>400 members for sport and social, and >200 for study), can get extra grants for the sixth board member via E&I. The reason that it is put after 'MUST', is that the SU and Umbrellas agreed upon the fact that small activism that is so important, should still be rewarded. The reason that it is not put in the FOBOS policy, is because the amount of grants won't change, what will result in MUST being not completely filled when grants are distributed. And that was a very important condition of all umbrellas: 'The sixth board member can get extra grants, but only if BOARDS and MUST are filled in E&I'.

4. SHOULD:

These committees provide activities that belong to the core of an association. The committees have a major impact on the association and are probably structural. However it would be very disappointing if the committee isn't available, the association is able to sustain the basis of its core values.

Committees in this category: belong to the core of the association and have a big impact on the course of events at the association.

5. COULD:

These committees do provide value for the associations. However, the committees don't have a lot of responsibility and the association isn't affected that much when the committee isn't available for a certain period.

Committees in this category: do not necessarily belong to the core of the association and have a small impact on the course of events.

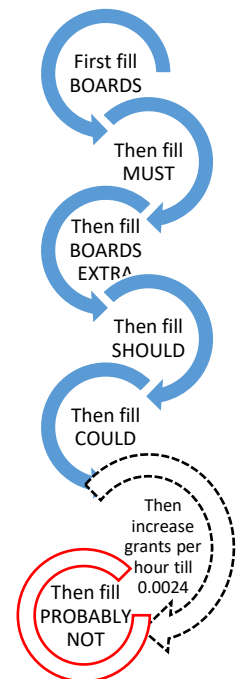
6. NOT:

These committees are not very important to the association or they are assumed to be committees for which FOBOS is not suitable because of the highly straightforward existence that should be voluntary work.

Committees in this category: have a small workload and are not necessarily linked to the core values of an association. Their impact is not relevant for the classification in a category.

Deciding how to divide

Firstly, category 2, 3, and 4 will get FOBOS according to the FOBOS policy. After this, the grants that are still left, are divided over the category E&I, and therefore also category 1 gets their grants (as all associations stated in category 1, fall under BOARDS of E&I). The grants are divided in the order of prioritization, up until no grants are left, as shown in figure 1. This means that the first category that get grants, is BOARDS. They are expected to be so important that there should always be FOBOS available. After this, The grants that are still could be divided according to the priority of the categories first (**Fout! Verwijzingsbron niet gevonden.**). Make sure that every year is evaluated whether BOARDS EXTRA should stay in the same place, should be differently prioritized or should go to the basic list in the FOBOS policy (category 2). The latter, I would only suggest when the amount of FOBOS is increased, which is not the case right now.



Final division

The final division of the grants is done by the SU. The Umbrellas will come up with a proposal which committees should be placed in which category. In a dialog with the Umbrellas, the SU will judge the proposal and makes the final decision about in which category a committee should fall.

Figure 1: Order of dividing grants among the categories

Conditions for receiving Extra & Incidental (or Additional and ad-hoc) grants

The UT has determined some conditions to determine whether an organisation is eligible for receiving grants. These conditions can be found in “FOBOS September 2020”, attachment E. You can also visit <https://www.utwente.nl/en/ces/sacc/regulations/fobos/activism/>.

Value of a grant

The number of grants a student gets for his/her voluntary work is based on workload.

- Fulltime boards of a big association get circa 0.0052 grants per hour.
- Part time boards get 0.0021 grants per hour (policy 2020).

This could be an indication for the grants that should be available for the committees. The grants per hour for a certain committee can, however, be decided by the board member of the Student Union. In this model, the first four categories get filled up according to 0.0021 grants per hour. If there are still grants left when everything is filled, except ‘NOT’, the grants per hour get raised to a maximal value of 0.0024 grants per hour. If then there are still grants left, the sixth and final category gets grants. In the table below you can find an example of the calculation for the distribution of grants.

Board	Hours/week	Number of board members	Week active	Grants in Total	Maximum grants per person	Grants per hour
Fulltime big study association	40	6	48	60	12	0.0052
Part time board X	10	6	48	6		0.0021
Part time board Y	15	6	48	9		0.0021
Committee X (long part time)	10	6	48	6		0.0021
Committee Y (short fulltime)	40	6	20	10		0.0021

Proof of existence and workload of the committee

An umbrella has the responsibility to come with proof that a certain committee, which has got FOBOS, really existed and had the indicated workload. This can be done by handing in the agenda’s, minutes and evaluation of a committee.

ECs for committees

If committee members get ECs for their committee work, the amount of work for a regular EC multiplied by the number of ECs is subtracted from the workload for a committee. The workload of 1 EC is estimated on 28 hours.

*For example: 2 committee members get 10 ECs for their work. The total workload of the committee is 2000 hours. Then, the committee gets grants for $2000 - (2 * 10 * 28) = 1440$ hours of workload.*

FOBOS for UT-students only

Only students from the UT can get FOBOS grants (Saxion student can sometimes get FOSS grants, see the Saxion site). However, students who are not from the UT are active in committees of UT associations. To compensate for this, the workload will be multiplied by the percentage of UT students in that umbrella/sector. This is automatically done in the E&I excel sheet.

Calculation of workload

- All committees can be active for at most 48 weeks per year.
- All committees can be active for at most 40 hours per week.
- The calculation of workload should always be split up in committee members, hours/week and weeks active.

Special cases

Boards

Some boards do not get FOBOS in category 2 and are therefore put in category 1 or/and in 'BOARD' of E&I. These boards will get FOBOS according to the table found below. Boards in sector Sports/Culture/Social/World/Other get FOBOS in category 2 starting from 34 members and boards in sector study starting from 100 members. That is why for study the table is cut off at 100 members.

Every association with less than 20 members, gets grants based on their workload (hr/wk * weeks active * total board members). It should be taken into account, that this will not exceed the amount of 3 part-time grants. In the table below, you can find an example of the distribution of grants to boards.

Study/Sports/Culture/Social/World/Other				
<i>Number of members</i>	<i>Maximum amount of grants per person</i>		<i>Maximum amount of grants per board</i>	
	<i>Parttime</i>	<i>Fulltime</i>	<i>Parttime</i>	<i>Fulltime</i>

0	19			<i>Based on workload, max of 3</i>	
20	33	1	0	3	0
34	66	2	0	6	0
67	99	3	0	9	0

Studytour

The workload of Study Tour Committees is relatively high and because it is a part-time committee, the students study as well, the active period of a committee can be over 48 weeks.

In general, more Study Tours take place in even years than in odd years. To minimize the impact on the Extra & Incidental grants, the following arrangement has been made. At the end of the even year (November 2020), OS gives an overview of the amount of grants they need for the Study Tour Committees for the current and the coming year (2020 and 2021). These grants are averaged and that average will be filled in the FOBOS overview of both years. OS has the agreement with CPO that they get an advance in their grants in the even year (above the earlier mentioned average), which then will be subtracted from the grants they receive in the next odd year. This stabilises the amount of grants in the Extra & Incidental FOBOS.

(concept of) The Process

To ensure the process of dividing the grants goes well, the following planning is proposed. Keep in mind that the first quartile always has 10 weeks and the deadline for handing in the division to the Centre of Educational Support is the 1st of December.

Before summer break (deadline is the last Sunday at 23:59):

The umbrellas send the requests for which committees they want FOBOS and in which category these committees should fall. For each deviation from last years' request, a clarification has to be given. This way, after some iterations, only the deviations have to be discussed.

First 3 weeks of Quartile 1 (deadline is the last Sunday at 23:59):

The umbrellas can file remarks about the requests of other umbrellas. This has to be done by the remarks & explanation form found below.

Week 4 and 5 of Quartile 1 (deadline is the last Sunday at 23:59):

The disputed umbrella has to fill in the remarks & explanation form for each committee that has gotten a remark.

Week 6-9 of Quartile 1:

Several umbrella meetings will be held in which we will discuss the remarks and explanation form by each committee. The goal of these meetings it to reach consensus. If there is no consensus on certain committees, a list of the debatable committees together with the form goes to the Student Union board. They will then make an impartial judgment on whether the remark is justified. The aim is to have all meetings in week 6 and 7 to make sure all umbrella board members are free during their exam weeks. Still, meetings will be planned during week 8 and 9 to make sure there is enough capacity to discuss all cases.

First week of Quartile 2 (halfway November):

The SU will report their judgements to the umbrellas and submit the division to Centre for Educational Support (CES).

Explanation of process

The aim of this process is to minimize discussion in the umbrella meeting. This is firstly done by only discussing changes made in comparison to last years' division. If there is a disagreement, this disagreement will be well documented. This way, if the disagreement reoccurs a few years later, the document can be consulted so the disagreement does not have to be discussed again.



Remarks & Explanation form

The umbrella : _____

Is disputing the request of umbrella : _____

For the committee : _____

Which has a stated workload of : _____

Reasoning behind dispute (filled in by disputing umbrella):

Explanation of Workload (filled in by disputed umbrella):





Consensus reached in meeting? Yes/No

If yes, on what grounds was the consensus reached (Filled in by Student Union):

If no, the Student Union will give an impartial judgment. Judgment and explanation of judgment is filled in below (filled in by Student Union):

