



Turun KY's project fund guidelines

1 § Introduction

These guidelines define the eligibility criteria and requirements for applying for operational support from Turun KY's project fund, as well as the elements considered advantageous in the evaluation process. The guidelines also outline how often one can apply for operational support and what kind of project, event, or other developmental effort qualifies for support. Additionally, the guidelines specify the application period and its duration.

2 § General Information

The purpose of Turun KY's project fund is to support the operations of the Association's clubs by providing operational support. Operational support is granted for projects, events, or long-term development work that is deemed to sufficiently meet the criteria. The funds for the project fund come annually from the revenue of the ContactExpo recruitment fair, from which Turun KY is allocated a percentage as determined in its agreement. The goal is to support activities within the clubs that enable Turun KY's membership to gain new experiences, learning opportunities, and improved capabilities.

3 § Criteria and Requirements

The criteria and requirements for granting operational support from the project fund are based on activities that are seen as meaningful and developmental from the perspective of the membership.

1. The project, event, or development work to which the support is applied must be a cultural or professional event, an excursion, or some kind of course. Support can also be granted for purchases, in which case the acquisition must significantly enhance and develop the operations of the club.
2. The activity must be professionally developmental, improving participants' capabilities, providing relevant experience, or creating opportunities for learning.
3. A preliminary budget must be prepared for the activity, clearly indicating how the operational support will be used.
4. A clear marketing plan must also be created for the activity, specifying the target group and the marketing measures for the event, project, or long-term development work.

Collaboration with other operators or clubs is considered an advantage. Additional favorable factors for receiving support include:

- Significance for the membership of Turun KY
- Significance to the Association's own operations
- Innovativeness
- Enhancement of Turun KY members' professional capabilities

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36 The project or event must align with Turun KY's values, and the operator must also commit to
37 these values. All members of Turun KY must have an equal opportunity to participate in the
38 activity.

39 4 § Application Period or Process

40 Operational support from the project fund can be applied for annually in the autumn. The
41 application period must be open for a minimum of two weeks and a maximum of four weeks.
42 The decision on granting operational support will be made by Turun KY's Board within 30 days
43 after the application period has ended. Support can be applied for retroactively for past
44 activities or for upcoming or developing new initiatives.

45 To apply, an open application letter and the required attachments (marketing plan and budget)
46 must be submitted to the Board of Turun KY within the application period. Priority is given to
47 applicants who did not receive funding in the previous application round. However, having
48 received support previously does not exclude applicants from applying again the following
49 year. The total amount of funding available will be announced at the time of the call for
50 applications.

51 5 § Granting and Monitoring the Support

52 A written agreement will be made with the recipient of the operational support, outlining the
53 responsibilities related to the use of the funds. The recipient must later demonstrate how the
54 funds were used. If the project or event does not take place, Turun KY reserves the right to
55 reclaim the granted support.