

## WHAT ARE WE DOING?

UCL Union is committed to enhancing the student voice on campus and to supporting you in campaigning for change on the issues that matter to you most. In the past, the allocation of our key Union campaigns has been agreed by Student Affairs Committee in the spring before the start of the academic year. This year we are going to try something new; we are asking you to tell us what issues you want us to help you campaign on and then we are going to put all the ideas we receive to a membership-wide vote. The results of this will determine how;

- Campaign funding is prioritised – you can apply for up to £500 for your campaign to spend on campaign materials
- Campaign support resources are allocated – the Union has experienced officers and staff on hand to help you make the most of your campaign

You can also request particular weeks that you want to campaign in and Student Affairs Committee will take this into account in allocating the 8 campaign weeks that are available.

We have established a campaigns bid process to which all students, officers and clubs and societies are welcome to apply. You are free to apply to campaign on any issue, but Students Affairs Committee will need to vet all bids before they are put to the vote. Once all the bids have been submitted, Students Affairs will:

- Check that the proposed campaigns are not ultra vires
- Check that the proposed campaign does not breach any other law or union policy
- Negotiate with bidders to merge bids where there is duplication

Once vetted, the bids will then be put to the vote by all students.

Nothing in this new system is designed to limit elected officers' ability to pursue their manifesto pledges or students and clubs/societies being able to respond to emerging issues. If you would like advice on other ways of campaigning please get in touch with UCL Union's Education & Welfare Officer.

## HOW TO APPLY

Simply email the completed version or print it off and submit it by post or in person by TUESDAY 2 OCT 10am (details below)

Dates to remember

- You must submit all bids by 10am Tuesday 2/10/07. You can do this:
  - In person to: Democracy Support Unit, first floor Bloomsbury Building
  - By post: to democracy Support Unit 25 Gordon St, London WC1H 0AY
  - By email: to [uclu-campaigns@ucl.ac.uk](mailto:uclu-campaigns@ucl.ac.uk)
- Voting will open on Thursday 4/10/07
- Voting will close on Thursday 11/10/07
- The results will be announced at an open meeting shortly after the close of voting - keep an eye on the website for details

## ANY QUESTIONS?

Please contact the Education & Welfare Officer ([ew.officer@ucl.ac.uk](mailto:ew.officer@ucl.ac.uk)) or a member of the Democracy Support Unit ([uclu-campaigns@ucl.ac.uk](mailto:uclu-campaigns@ucl.ac.uk))

## ABOUT YOUR CAMPAIGN

**Name of campaign:**

**Campaign objective:**

what you want to achieve

**Summary of campaign:**

(maximum 80 words)

**Times & places:**

please tell us where and when you are planning to campaign (eg. every lunchtime in the Quad)

## CONTACT DETAILS

**Your name:**

**Name of club:**

**Contact number:**

**Email:**

**PRN:**

## BID DETAILS

Please tell us your preferred weeks (mark 1 most preferred, 2 next etc. Please rank the top 3)

No preference

**Term 1**

Any week

29/10/07

12/11/07

26/11/07

10/12/07

**Term 2**

Any week

21/01/08

04/02/08

18/02/08

09/03/08

Is there a specific reason for selecting a specific week? If so please tell us

Budget please detail	Item	Quantity	Costs

- UCLU Resource request**
- Democracy Support: campaign project management support with a member of democracy support team
  - Democracy Support three hour research session on campaign
  - Advice on press releases/meeting preparation/writing a motion to Council/ lobbying skills/ petition writing.
  - Marketing: Art work
  - Marketing: Poster displays
  - Marketing: UCLU web presence
  - Space on the Union pages of Pi,
  - Space on the website
  - Link to website from the all students email
  - Other (please state)

Have you submitted a bid for funding to any other fund? If so please give details:

Are you planning to have a collection for a charity as part of the event?

- Yes       No

If you are planning to have a charity collection, please ensure that you also complete a **Request to Fundraise** form