

Imperial College Union
Finance, Audit & Risk / 26 June 2024
CSP Grant Allocations for 2024/25

Author(s): Christian Cooper – Deputy President (Clubs & Societies)

Purpose: To outline the process used to allocate CSP grant for the 24/25 academic year and to recommend a final budget for CSP grant allocations to the Board.

Decision(s): To **recommend**.

1. Context

In January, Finance, Audit & Risk approved the preliminary approach to the process being used for CSP grant allocation for the 2024/25 academic year (FAR/23-24/16).

2. CSP Annual Budgeting Principles

Annual budgeting took place in accordance with the [Student Group Funding Policy](#) (passed at FAR, March 2023) and [CSP Annual Budgeting Policy](#) (passed at CSPB, January 2023).

3. Management Group (MG) Review & CSPB Resolutions

All CSP budgets were reviewed by the CSP’s own MG (known as MG1) then another MG (known as MG2).

Where MG1 and MG2 agreed, the CSP received that provisional grant allocation (subject to minor amendments and general principles applied to all CSPs at CSPB).

Where MG1 and MG2 disagreed, CSPB met to resolve a final provisional allocation. CSPB met in person twice to discuss and resolve any budgets where MG1 and MG2 disagreed by more than 5%. The remaining budgets were resolved virtually, where CSPB members had opportunity to comment on budgets before final decisions were made.

Table 1 summarises the total funds requested, and the amounts allocated at after each phase.

Table 1 - Summary of grant requests and allocations

Total Requested	MG1 Allocated	MG2 Allocated	CSPB Resolution	Final Scaled Allocations (pre-appeals)	Final Scaled Allocations (post-appeals)
£888,796.10	£704,148.91	£662,290.25	£596,546.10	£424,979.38	£424,983.90

4. Scaling

After CSPB resolutions, a total of £596,546.10 was allocated. FAR approved a provisional budget of £425,000 therefore the total allocation for each CSP was scaled to fit this budget.

CSPs were then offered the opportunity to appeal their budgets.

5. Appeals

An appeals panel consisting of the DPCS, DPFS, and Student Activities Manager (Operations) reviewed each appeal and supporting evidence. A total of 66 appeals were received. Table 2 summarises the appeals and outcomes.

Table 2 - Summary of appeals

Total Appeals	66
Accepted	8
<i>Administrative error</i>	3
<i>Unjust process</i>	5
Rejected	58
<i>No evidence submitted</i>	11
<i>Administrative error</i>	10
<i>Unjust process</i>	25
<i>Lower allocation than requested</i>	6
<i>Other</i>	6

6. Per-CSP Breakdown

Appendix 1 details the per-CSP breakdown of grant allocations.

7. Provisional Allocation Figures

The Finance, Audit & Risk Committee is asked **to recommend** the provisional allocation of £424,983.90 for CSPs in the Union Budget for the 2024/25 academic year.

The Finance, Audit & Risk Committee is asked **to recommend** the per-CSP breakdown of funding outlined in Appendix 1, as determined through the CSP Annual Budgeting Process this year.