

# Tunghai University Student Organization Activity Funding Subsidy Guidelines

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## I. Purpose:

These Guidelines are established to encourage student organizations (including departmental student associations) to actively promote campus harmony, serve the community, and enhance the quality of their activities. They also encourage student organizations to organize activities consistent with their nature and objectives, in accordance with the principles of equitable resource allocation, transparency, and open access to information.

## II. Activity Funding Application and Subsidy Guidelines

1. Funding Sources: Student Affairs and Counseling Fund (including Ministry of Education subsidies and University matching funds), and the Institutional Development Grant (current expenditures).
2. Application Guidelines:
  - A. Eligible subsidy items and reimbursement procedures shall be governed by the Implementation Directions for Subsidies and Grants for Student Affairs and Counseling Work Expenses and School Matching Funds in Private Junior Colleges and Universities.
  - B. Subsidies are available only for non-profit, university-wide activities organized by student organizations. Activities such as winter or summer training camps and competitions in which organizations represent the University are not eligible. Student organizations must also complete the account name change procedure before the funding review results are announced each semester.
  - C. Applicant organizations shall complete the THU Student Organization Activity Funding Subsidy Application Form in full and submit it to the Division of Extra-curricular Activities by the designated deadline. The application deadline shall be announced by the Division of Extra-curricular Activities each semester.
3. Subsidy Principles:
  - A. Subsidies shall be awarded based on the University's annual student organization evaluation results. Student organizations that fail the evaluation or have been established for less than one semester are not eligible for funding. Organizations that are otherwise ineligible due to special circumstances may submit a project-based application. The subsidy amount shall be determined by the Student Organization Funding Review Committee and shall not exceed 50% of the maximum subsidy available to organizations with a passing evaluation.

- B. The subsidy amount for each activity shall be determined according to the activity category and the organization's evaluation rating. The total subsidy awarded in a given semester shall not exceed the maximum amount corresponding to its evaluation rating. Organizations with special needs may request a secondary review and present an oral briefing. The subsidy amount shall be determined by the Student Organization Funding Review Committee.
- C. Activity funding is provided on a partial subsidy basis. The subsidy shall not exceed 60% of the total budget specified in the submitted application form. As a general rule, meal expenses shall not exceed 50% of the approved subsidy amount.
- D. If an approved activity is canceled due to force majeure, the organization shall notify the University to cancel the subsidy at least three days before the scheduled activity date. Failure to do so may result in a reduction of the subsidy available in the following semester.
- E. Activities jointly organized by multiple departmental student associations or student organizations shall be reviewed on a project basis. Any approved subsidy shall not be deducted from the participating organizations' semester funding limits.
- F. The maximum subsidy available to each student organization per semester is as follows:

| Evaluation Rating                                      | Maximum Semester Subsidy per Student Organization (NT\$) |
|--------------------------------------------------------|----------------------------------------------------------|
| Outstanding                                            | 25,000                                                   |
| Excellent                                              | 20,000                                                   |
| Grade A                                                | 15,000                                                   |
| Pass (including clubs established within one semester) | 10,000                                                   |

### III. Subsidy Limits

1. Publications: Subsidies shall be determined based on the publication specifications and quantity.

| Student Organization / Departmental Student Association Publications | Maximum Subsidy by Evaluation Rating (NT\$) |           |         |       |
|----------------------------------------------------------------------|---------------------------------------------|-----------|---------|-------|
|                                                                      | Outstanding                                 | Excellent | Grade A | Pass  |
|                                                                      | 10,000                                      | 8,000     | 6,000   | 3,000 |

2. Activities: Subsidies shall be determined primarily based on the nature of the activity.

| Activity Type                     |                                        | Maximum Subsidy by Evaluation Rating (NT\$) |           |         |        |
|-----------------------------------|----------------------------------------|---------------------------------------------|-----------|---------|--------|
|                                   |                                        | Outstanding                                 | Excellent | Grade A | Pass   |
| Service-Learning Activity         | One Day                                | 10,000                                      | 9,000     | 8,000   | 6,000  |
|                                   | Two Days                               | 15,000                                      | 13,500    | 12,000  | 9,000  |
| Exhibition (Week) / Film Festival |                                        | 6,000                                       | 5,000     | 4,500   | 4,000  |
| Student Organization              | Lighting and Sound (CKS Memorial Hall) | 18,000                                      | 16,500    | 15,000  | 10,000 |
|                                   | Lighting and Sound                     | 10,000                                      | 9,000     | 8,000   | 6,000  |
|                                   | Without Lighting                       | 6,000                                       | 5,000     | 4,000   | 3,000  |

|                                                       |           |        |       |       |       |
|-------------------------------------------------------|-----------|--------|-------|-------|-------|
| Performance / Evening Event                           | and Sound |        |       |       |       |
| Student Organization Winter / Summer Training Program |           | 5,000  | 4,000 | 3,500 | 3,000 |
| Lecture, Sharing Session, or Workshop                 |           | 6,000  | 5,000 | 4,500 | 4,000 |
| Competition                                           |           | 10,000 | 8,000 | 6,000 | 5,000 |
| Off-Campus Experiential Activity                      |           | 10,000 | 8,000 | 6,000 | 5,000 |

3. Competition Participation:

- A. Subsidies for departmental student associations and student organizations participating in competitions shall be determined based on the competition region.

| Competition Region                                               | Maximum Subsidy by Evaluation Rating (NT\$) |           |         |       |
|------------------------------------------------------------------|---------------------------------------------|-----------|---------|-------|
|                                                                  | Outstanding                                 | Excellent | Grade A | Pass  |
| Northern Taiwan (Taipei City, New Taipei City, Hsinchu, Taoyuan) | 12,000                                      | 11,000    | 10,000  | 9,000 |
| Central Taiwan (Miaoli, Taichung, Changhua, Nantou, Yunlin)      | 8,000                                       | 7,000     | 6,000   | 5,000 |
| Southern Taiwan (Chiayi, Tainan, Kaohsiung, Pingtung)            | 10,000                                      | 9,000     | 8,000   | 7,000 |
| Other Regions (Hualien, Taitung, Yilan, Offshore Islands)        | 15,000                                      | 12,000    | 10,000  | 9,000 |

B. Sports Organizations

- (1) Subsidies are available only to student organization members. If a University representative team participates, team members are not eligible for subsidies, and only student organization members may receive funding.
- (2) The subsidy for non-participants shall not exceed 50% of the applicable subsidy limit.
- (3) Eligible subsidy items include registration fees, transportation (limited to public transportation such as trains and Ubus; High Speed Rail is not eligible. Chartered buses may be claimed when there are 15 or more participants.), meal expenses (NT\$240 per person per day), and accommodation (NT\$1,000 per person per day). Based on the total eligible expenses, the subsidy rates are 90% for Outstanding, 80% for Excellent, 70% for Grade A, 60% for Pass, and no subsidy for organizations that fail the evaluation.

4. Winter and Summer Service Camp Subsidy Principles:

- A. Applications shall be reviewed based on the service location (domestic locations only), service duration, number of participants, and service content.
- B. Each service camp shall be held during elementary or secondary school winter or summer vacations. The service period shall be at least three days, with a minimum of 24 service hours.
- C. Application period: As announced by the Division of Extra-curricular Activities.

- D. Subsidies generally range from NT\$15,000 to NT\$40,000.
- 5. Applications under the College Student Organizations Supporting the Development of Elementary and Secondary School Student Organizations Program shall be reviewed in accordance with the program's subsidy guidelines. The Review Committee may determine the subsidy amount based on actual circumstances.
- IV. Each student organization shall designate a representative to handle reimbursement procedures and attend the Reimbursement Procedures Workshop organized by the Division of Extra-curricular Activities. Student organizations that fail to complete the workshop will not be eligible for subsidies.
- V. These Guidelines were established by the Student Organization Funding Review Committee and shall take effect upon approval by the Office of Student Affairs Administrative Meeting.