

2016-
2017

INFORMATION BOOKLET FOR
ASSOCIATIONS



Where students and sports come together

Preface

The document you are reading right now is the information booklet for associations 2016-2017. This booklet contains a lot of useful information for the boards of the student sport associations (SSA's). The main reason for writing this booklet is to let you know what we expect from you and what you can expect from FOSST.

Since 2014, the Sports Centre started with a new registration system. You can now enter the Sports Centre with only your finger, there is no card necessary. Therefore we can't speak of a sports card anymore. From now on, we will use the words 'membership' and 'member'. If we speak of 'a member' we refer to all students, staff and alumni of Tilburg University, Fontys and Avans persons owning a TiU Sports Center membership.

In this booklet we will talk about bounded members and not-bounded members a lot. With 'bounded members' we mean the members that are also a member of a SSA. With 'not-bounded member' we mean, logically, the members that are not a member of a SSA.

First, this information booklet will give you information about the policy and the organization structure of FOSST.

In the second chapter we will describe our intern and extern relationships. An example of an intern relationship is our relationship with the SSA's and the Sports Center. An example of an extern relationship is our relationship with Tilburg University, Fontys University and Avans University.

The next chapter describes the services for the SSA's that FOSST can offer them. Chapter 4 will be all about the events FOSST organizes and chapter 5 is about the financial support the SSA's can get from FOSST.

This booklet will refer to several appendices. You can find these appendices at the end of the booklet. Part of the appendices is a list with frequently used abbreviations.

A lot of the information that is in this booklet, is also on the website (www.fosst.nl). It might be a good idea to check this site regularly, because this is the platform we use to give information and announce upcoming events.

We want to wish you a lot of fun and of course good luck this year. Hopefully this information booklet will help you with the tough job of being a board member. If you ever have any problems, don't hesitate to ask the FOSST board for help or advice.

Daily Board FOSST 2016-2017

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1. FOSST

FOSST is the umbrella association of 22 student sport associations (SSA's). Also, we look after the interests from around 7500 Sports Center members, we promote sport in general and we organize several events during the academic year.

1.1 Targets

1.1.1. Statutory targets

- Promoting student sports in all its forms.
- Promoting the physical formation of students from Tilburg University, Fontys and Avans.
- In general, looking after the sportive interest and more specific, doing everything within our power to help students of Tilburg University, Fontys and Avans with any sport related problems.

1.1.2. Points of attention

Every year FOSST has a couple of points of attention, on which we will focus during the year. This year those points of attention will be;

- Attract more Fontys/Avans Students to the Sports Center.
- Continuation of the increasing of the brand awareness.
- Focus on increasing the level of sports in Tilburg
- Translate the website and other important documents on it.
- Better financial control of the SSA's
- Improve the use of Social media
- Contract a new sponsor
- Focus on improvement on the already existing events, instead of creating new ones.
- Maintain or expand the total of social responsible events.

1.2 Structure

To clarify the structure of FOSST, we will explain the duties and responsibilities of the daily board, our supervisory board and the various committees.

1.2.1 The daily board

The daily board is responsible for all the events we organize. As said, we are looking after the interests of all the Sports Center members. We are also responsible for supporting the SSA's whenever they need help and organizing multiple sports related activities and events. A complete job description can be found in our domestic regulations.

The board members of college year 2016-2017 are:

Chairman Floris Knaapen voorzitter@fosst.nl 06-81629729	Secretary Dirk Smeets secretaris@fosst.nl 06-50842652	Treasurer Teun Verbruggen penningmeester@fosst.nl 06-81049463
Coordinator Sports	PR-functionary	

Esther Welten coordinator@fosst.nl 06-20357456	Jari Evers pr@fosst.nl 06-15573492	
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1.2.2 Opening hours of the FOSST room

If you want to talk to a board member personally, you can always visit us at the FOSST room. The opening hours are:

Monday	09:30 – 17:00
Tuesday	12:00 – 21:00
Wednesday	12:00 – 21:00
Thursday	12:00 – 18:00
Friday	on appointment

It's possible that every board member has a meeting at a certain time, which means that the FOSST room is closed at that time. For that reason, it's wise to make an appointment if you have important things to discuss!

You can also ask you questions during the OSC Futsal, because there is always a member of FOSST present at the competition.

The FOSST room is closed during the weekly board meetings (every Monday from 13:30 till 15:30). The meeting can be paused for questions of unlocking the association room.

1.2.3 Supervisory Board

The daily board of FOSST is under supervision of the Supervisory Board (SB). Their most important tasks are:

- Supervise the performances of the daily board of FOSST
- Criticize and approve the year plan of FOSST
- Criticize and approve the budget and realization of FOSST
- Conduct audit

The members of the SB in college year 2016-2017 are:

Chairman:	Hans van Dijk
Representative of the bounded members:	Chris Janssen
Representative of the not-bounded members:	Folkert Wieger
Representative of the Sports Center:	Hans van den Heuvel
Representative of Fontys:	Mathieu Onderdijk
Representative of the Financial Commission:	Patricia van der Kammen
Old-boardmembers:	Mark Klein Haneveld
	Patricia Hermans

Read the domestic regulations for a broad overview of the procedures concerning the SB, e.g. nomination and legislative period.

1.2 Commissies

There are two committees who support FOSST this Year: The activities committee and het PR-committee.

1.3.1 Activities committee

The activities committee supports FOSST. This committee has six members, including the Coordinator Sports. The Coordinator Sports is chairman of this committee. The committee is partly responsible for the events of FOSST. For more information about the activities committee, please contact the Coordinator Sports.

1.3.2 PR-committee

The PR-committee supports FOSST with making all the posters and other outlets of promotion. This year this committee contains 3 members including our PR-functionary. They not only make posters and narrowcasting for FOSST. Also SSA's can ask them to make some promotion materials. Our PR-functionary is the chairman of this committee.

2 Relations

2.1 The SSA's

One of the tasks of FOSST is looking after the sportive interest of the SSA's. Student Sport Associations contribute to the social bond between sportsmen and the Sports Center. They also contribute to the quality of the sports program. This is why it is important for FOSST to know about current developments and possible problems in associations. When FOSST is fully up to date, FOSST can take action in time, to guarantee quality and variety in the sports program.

To find out what the current developments and possible problems are, FOSST aims at optimal communication between the SSA's, but also between FOSST and the SSA's. The goal is to be as involved as possible. To reach this goal, there are several planned contact moments during the year, such as acquaintance meetings, GGM's, chairman meetings, board trips and other events. Next to the planned moments, everybody is always welcome at the FOSST room.

2.1.1 Advantages for SSA's

A SSA has the following advantages for being an affiliated member of FOSST:

- FOSST maintains contact with several authorities, including Tilburg University, the Sports Center, the municipality, the Student Council, the Tilburg Sport Council, SSN (Student Sports the Netherlands), SAM and fraction Front. (In §2.3 these authorities will be further discussed).
- FOSST takes care of the information flow from the authorities mentioned above to the SSA's. FOSST uses several means for the information flow; the information booklet for associations, the newsletter and the website.
- FOSST has the possibility to provide competition outfits for the associations
- FOSST takes care of the division of the board scholarships for the affiliated associations.
- FOSST can provide allowances to the associations (for more information, see §3.4)
- FOSST can put promotion texts (provided by the associations) in 'Univers', 'Punt' and 'Fontys Online'. Univers is the university paper of Tilburg University and Punt is the paper of Avans University.
- By working together, the associations have a greater range.
- SSA's can use the facilities provided by FOSST, e.g. computers, a printer and a telephone (for more information, see §3.1)
- FOSST organizes events that are also in the advantage of the associations.
- FOSST can help the SSA's with running their association.

2.1.2 Advantages for FOSST

Affiliated associations provide advantages for FOSST as well. This are the following advantages:

- The associations create a wide public support for FOSST and therefore also for the encouragement of recreational sports under students.
- FOSST has contact with the members of the Sports Center through the SSA's and therefore is the information flow better.
- The associations can help FOSST by organizing several events together with FOSST.
- The boards and committees of the associations function as a breeding ground for the future boards and committees of FOSST.

Affiliated SSA's (in the year 2017)

SSA	Sport	SSA	Sport	SSA	Sport
Avalon	Water polo	Gepidae	Volleyball	Pendragon	Basketball
Braga	Ice-skating	Lacoste	Tennis	Saltare	Gymnastics
Camelot	Handball	Lancelot	Squash	Sauron	Badminton
Cave ne Cadas	Horse riding	Melmac	Korfbal	SHOT	Hockey
DanceNation	Dancing	Merlijn	Soccer	Spartacus	Strength training
De Meet	Bicycle racing	Parcival	Athletics	Tarantula	Rugby
Underpar	Golf	Tigers	Cricket	Tilsac	Climbing
Link	E-sports				

2.1.3. Obligations of the SSA's

Associations must meet various conditions if they want to stay an affiliated association. These conditions are written in our domestic regulations. You can find the domestic regulations on our website. Besides this, FOSST also has several obligations towards the associations. These obligations are also incorporated in our domestic regulations. You can find some of the conditions and obligations below.

Conditions that SSA's need to meet:

- Inform the secretary of FOSST (secretaries@fosst.nl / info@fosst.nl) about any changes in the contact information of the board members.
- Attendance at the acquaintance meeting in the beginning of the year
- Show the yearly budget and realization to the treasurer of FOSST (penningmeester@fosst.nl / info@fosst.nl).
- Let FOSST know when the General Member Meetings (GMM's) are, so that FOSST can be present.
- Responding on all emails and the newsletter within 5 workdays.
- Participating in the board days, organized by FOSST.

Next to these conditions, FOSST would also like that the associations:

- Attendance at the chairmen meetings, as well as all other function specific meeting organized by FOSST.
- Let FOSST know if they are any problems, so that FOSST can try to help with finding solutions.

2.1.4 Recognition by FOSST

To become an affiliated SSA, associations need to meet several criteria. These criteria are written in the domestic regulations and below.

- The group of sportsmen (that want to start a SSA) need to organize activities, both sports related and not sports related, to get the individual sportsmen involve in the association. Being a part of the sports program alone is not enough.
- The statutes need to:
 - meet the conditions in the Dutch civil code
 - be in similarity with the goals of FOSST
- The first board has to consist of at least three persons; a chairman, a secretary and a treasurer.
- In the beginning, the association needs to have at least 15 members.
- The association (in creation) has to present a board- and members list to FOSST.
- Commitments with restrictions will be ignored in the member list as mentioned above.
- The multiannual plan needs to be in similarity with the multiannual plan of FOSST.

2.2 The Sports Center

The Sports Center is responsible for the sports program. Next to this, the Sports Center also manages the accommodation, the materials and the teachers.

The interests of FOSST in the Sports Center are:

- Support with the organization of FOSST events.
- Advice on different (policy-) areas.
- The Sports Center manages the accommodation, the lessons, the materials and the teachers
- The Sports Center is the first point of contact at Tilburg University for FOSST

Conversely, the Sports Center has interests in FOSST as well

- FOSST functions as the central point of contact for the target groups of the Sports Center, namely the associations and the members. This makes FOSST a broacher of problems within the target groups.
- FOSST organizes events, which makes the Sports Center much more attractive for non-members.
- FOSST contributes to well-organized associations. These associations in turn contribute to the general attractiveness of the Sports Center.

- Support at policy and operational level
- The Sports Center has a political interest in a well-organized FOSST, because FOSST stands up for the interests of the student sport and the Sports Center in several bodies at Tilburg University.
- FOSST promotes the sports that the Sports Center offers.

The relationship between FOSST and het Sports Center is very important for both parties. There is a lot of collaboration between these parties in order to maintain and promote the high level of the offer in student sports.

2.3 Foundation 'Hart van Brabantloop'

The foundation 'Hart van Brabantloop' is founded in 2014 and therefore the foundation is financially independent. Before 2014, they were a committee of FOSST (which means they were financially dependent). However, FOSST stayed engaged in the foundation and monitors their finances. The foundation has 8 board members. The 'Hart van Brabantloop' is a relay race in and around Tilburg. Every year approximately 100 teams take part in this race.

2.4 External relations

FOSST looks after the interests of the SSA's. An essential part of this is the external communication. FOSST has a wide range of external contacts. Below you will find a list of the contacts that are (possibly) relevant for the SSA's.

2.4.1 Tilburg Orientation Program (TOP) committee

The TOP week is the most important week for SSA's to attract possible members. Therefore, the contact with the TOP committee is very important. FOSST and the TOP committee will have regular contact during the year, to keep each other posted about the plans (from both parties) and possibilities for the TOP week. The SSA's receive regular updates from FOSST concerning (the possibilities of) the TOP week during the year. FOSST is the connecting link between the TOP week and the SSA's.

2.4.2 Studenten Sport Nederland (SSN)

'Studenten Sport Nederland' is the umbrella organisation of practically all the student sport councils in the Netherlands. Their goal is to improve and stimulate student sports in the Netherlands. They also support the organisation of NSK's (Dutch student Championships), the GNSK (Great Dutch Student Championships) and the 'Batavierenrace'. The 'Batavierenrace' is a relay race between Nijmegen and Enschede. Contact FOSST if your association wants to organize a NSK.

2.4.3 Student Fractions (SAM en Front)

Fractions SAM and Front look after the interests of the entire student population of Tilburg University. They have several (side)doors at the university and can discuss important, urgent matters in the University Council. The University Council is the highest consultative body at the university, in which students are members. For all matters that the executive board should see, we can contact SAM and Front. Vice versa, SAM and Front can contact FOSST about all sport related matters.

2.4.4 Fontys & Avans, universities of applied science.

A lot of the students of Fontys and Avans are members of the Tilburg University Sports Center. Logically, FOSST looks after the interests of these members and promotes the student sport at these institutions.

2.4.5 Tilburg Sport Council (TSR)

The 'Tilburg Sport Council' is policy maker in the field of sports at the municipality and besides this, TSR looks after the general interests of all sports matters. FOSST has a seat on this council to look after the interests of the students of Tilburg. At the moment, Max van Veen (Head Sports Center) is sitting at our place in the TSR.

2.4.6 Student Council

Since February 27, 2011, Tilburg has a Student Council. SOTS, TiGeAk and Fontys/Avans are represented in the Student Council. FOSST will join the meetings when a sport related subject will be discussed. The goal of the Student Council is to keep the students up to date about any developments in the municipality and look after the interests of the students in the municipality.

2.4.7 Municipality 'Tilburg'

Several sport events take place in the center of Tilburg. Some of those are organized by FOSST, like the 'Hart van Brabantloop' (see 2.3). Therefore are the SSA's/sport initiatives important for the municipality. Also, the SSA's compete in national competitions and they represent the Sports Center, Tilburg University and Tilburg as a city. Conclusion; the municipality has many interests in a well-organized Sports Center and FOSST.

2.4.8 TiGeAk

TiGeAk is the umbrella organization for all student initiatives connected at Tilburg University. They represent the interests of the student-, study- and student sports associations at the university. Just like the student fractions, they have several (side) entrances to the university. However, the difference with the fractions is that TiGeAk focuses on the associations and the fractions to students in general. What is best for the students is not always best for the associations. FOSST therefore looks closely at the nature of the problem and decides on that basis with which party they will team up.

3 Provision of services

FOSST provides services to the SSA's in different ways. For example, FOSST provides office facilities and promotional resources to the SSA's. Everything you want to know about this can be found in this chapter.

3.1 Facilities

FOSST offers several facilities to support the SSA's. Those facilities are for associations only. An overview of the facilities is given below.

3.1.1 Association room

You can find the association room at the second floor of the Sports Center (room O108). In this association room are several facilities that the associations can use, like computers, a cosy couch. Davilex, an accounting program, is installed on 2 pc's in the room. And Adobe Creative Suite on one of them. If you are not sure on which PC's these programs are installed you can ask FOSST. The only printer where you can print as an association is at the FOSST room. It's wise to make an appointment if you want to print something, so you won't find the FOSST room closed.

3.1.2 Meeting rooms

In the Sports Center are 2 meeting rooms you can reserve by mailing to verhuur@uvt.nl. You can also call the Sports Center Desk (013 466 3010). If all the meeting rooms are fully booked and you really need a place, then you can also reserve the association room. To reserve the association room, send an email to the secretary of FOSST (secretaris@fosst.nl/info@fosst.nl). You can see all the reservations for the association room in the following google calendar:

<https://www.google.com/calendar/embed?src=8rqn4b379k6fi16hm87446nfgo%40group.calendar.google.com&ctz=Europe/Amsterdam>

3.1.3 Mailboxes

The mailboxes for the associations are at the association room. All mail that arrives at the Sports Center will be put in these mailboxes by FOSST. It's important to empty your mailbox frequently (read: every week). If you expect a debit card, please let us (FOSST) know! We will keep it in the FOSST room instead of the association room, to be sure it won't get stolen.

3.1.4 Budget format for SSA's

There is a budget format available for SSA's, which you can use to make your own budget. If you want this budget format, send an email to the treasurer of FOSST (penningmeester@fosst.nl). The treasurer is also available for other financial questions.

3.1.5 Printing

FOSST will compensate the costs for poster to an amount of €10.- per calendar year for every association. The association manage the printing and can declare the costs afterwards at FOSST. The declaration form can be found at the FOSST website. Important: you have to turn in the declaration in the same calendar year in which you made the prints, otherwise the costs can't be compensated!

Also, every association can print 300 copies at the FOSST printer for free every calendar year. The administration is in our hands. Did you run out of free copies? No problem, you can still print with the FOSST printer. At the end of the calendar year the associations have to pay for the extra copies they made. The additional costs are €0,03 per print-out.

3.1.6 Procedure Introduction Training

Because not all students come to Tilburg in September to study and not all the associations have started with their training in September. We provide the possibility of organising 2 additional introduction trainings. You can request these with the forms you can find on our website. There are some conditions, for example the promotions has to start 2 month before the actual introduction training. You can find the complete procedure and application form on our website

3.2 PR materials

FOSST offers multiple options to SSA's to promote themselves, recruit for new members or announce upcoming events. These options will be discussed next.

3.2.1 Website

Every association is mentioned on the FOSST-website. The SSA's also have the possibility to promote their events on the website. To support the raising number of international students, we are working on making the website available in English as well. If you want us to mention something on our website, contact our PR-fucntionary (pr@fosst.nl). It is also possible to buy a website from FOSST only for a little compensation.

3.2.2 Poster places on Tilburg University Campus

FOSST has access to some poster places on the campus of Tilburg University. The places are also free to use for all SSA's. Pay attention: it's is not allowed to put posters anywhere else then the places mentioned below.

To keep the poster places clean and tidy we would like you to honor the following things:

- Don't just make your poster look good. Also care for the other posters on the appointed spots.
- If there's no room for your poster remove a poster of an events which has already took place.
- If an event already took place, but there's still enough room, do not remove the poster. This can still function as exposure for the SSA who organised the event.
- When you see posters that have nothing to do whit sports or a SSA. Remove this poster and inform TiGeAk or FOSST about the wrong placed poster.

Mentioned below are the places which are available to use:

- Building C: Opposite of the staircase between the rooms CZ6 and CZ8.
- Building D: These a general poster place between the rooms DZ7 and DZ8.
- Building P: At PZ50 and in de corridors from the restaurant to the copy shop. Also there is a general poster place at PZ42.
- Building G: Ground floor on the left side. Also there is a general poster place on the first floor in the corridor to building K.
- Mensa restaurant: The wall in the hall on the side of the trash disposal.

3.2.3. Promotion possibilities at the HBO institutions

It's also possible to publish your posters and narrowcasting at the HBO institutions Avans and Fontys in Tilburg. If you are interested in publishing here you can send an e-mail to pr.fosst@gmail.com. Our PR-functionary will ask permission to air the narrowcasting or put up the posters in the particular institution. It is advised to send the image of your narrowcasting, this will speed up the procedure. Pay attention, both institution use the following size measurements: 1920 by 1080 pixels.

It is not allowed to post narrowcasting or posters which only have the intention of recruiting new members. It can only be used for the promotion of your events. .

3.2.4 Narrowcasting

In the Sports Center you can find monitors in almost all the rooms. These are mainly used for promotional messages. As a SSA's you can use them too. If you are interested you can e-mail to pr.fosst@gmail.com. You can deliver your narrowcasting message in a JPEG-format with the following measurements 1920x1080 pixels. Its also possible to send in a movie. Max. duration of 1 minute, .h264 or .MPEG4 format and no audio.

4. Events

One of the main objectives of FOSST is to improve the student sports in Tilburg. This is not only accomplished by supporting all the SSA's and representing all the members of the Sports Center. Another way to support the student sports in Tilburg is to organize clinics, tournaments or other events during the academic year.

Our events focus on different target groups, for example we have the recreational sporters and the competitive sporters. When we pick our events we try to take into account the addition it can make on the sports already offered in the program. Down below you can find our events and their dates. Some of our bigger events which return each year will be explained a little more after that.

Event	Date
FOSST activities	
Carnavals Volleyball Tournament	23 February 2017
Pubquiz	TBA
Game Willem II	TBA
Introduction week	21 till 15 august 2017
Activities together with SSA's	
Racketlon	1 November 2016
SSA Party	30 November 2016
Boards	
Constitution drink	3 October 2016
Boards day 1	24 October 2016
Boards day 2	May 2017
Board change	September 2017
International	
Winter Introduction week	23-27 January 2017
Open Students Competition	
OSC Futsal	Fall and Spring semester
Third parties	
Batavierenrace	29 April 2017
GNSK	09/10/11 June 2017
Students Winter sport	10 till 19 March 2017
Beach GNSK	3 till 6 August 2017

4.1 FOSST activities

These are the activities FOSST organizes with the goal to give the members of the Sports Center sportive, fun and relaxing events or to promote the student sport in Tilburg in general.

4.2 SSA's activities

Activities in collaboration with the SSA's with the objective to promote the SSA and their sport to all the members of the Sports Center. These events are organized by FOSST and the collaborating SSA. If you are interested in organizing such an event together with FOSST you can send in a request by e-mail to: coordinatorsport.fosst@gmail.com.

4.3 Board activities

Each year FOSST also organizes some events for the boards of all the SSA's. The goal of these events is to improve the cohesion between the SSA's, creating a good relation with FOSST and making sure that the SSA's are informed of the possibilities the Sports Center has to offer. FOSST will try to make these events as interesting as possible for the SSA's

4.4 International Events

Besides all the events FOSST organizes for the Dutch students, the international students are also considered by FOSST. Together with the TOP organization, FOSST organizes a sports evening in the Winter TOP edition and provides in a program for international students during the regular TOP week.

The main goal of these events is to give the international students an idea of which sports the Sports Center has to offer and which SSA's can be joined. That's why it is important that all the student sport associations are present to promote their sport and association.

4.5 Open Students Competition (OSC)

FOSST also organizes OSC's. These can be attended by everybody with a membership at the Sports Center. For some years now FOSST organizes the OSC Futsal. If you are interested in organizing such an OSC for your own association feel free to contact our treasurer (penningmeester.fosst@gmail.com).

4.6 Third party events

Each year there are some events which are not organized by FOSST but the participations at those events is stimulated by FOSST. FOSST stimulates the participations by partly subsidizing the registrations fees (NSKs, GNSKs). The goal is to send stronger teams to represent the students of Tilburg. Below I will discuss these third party events.

4.6.1 Dutch Students Championship

Dutch Students Championships, also known as NSKs, are events which are organized by an SSA for a particular sport. Organizing or participating in these events is something FOSST is trying to stimulate. If a SSA wants to organize a NSK they can send an application to FOSST. The forms can be found the website of SSN. If FOSST agrees with the application it can be send to SSN. When the NSK is not yet appointed to another SSA from another city and it does not interfere with other events. The NSK status will most likely be granted. To stimulate the organizing of NSKs FOSST will help financially and organizationally. SSN will provide medals, posters and even program booklets. Also participating at other NSKs is stimulated by subsidizing half of the registration fee to a maximum of 20 euros.

4.6.2 Great Dutch Students Championship

The Great Dutch Students Championship, also known as GNSK, is the second biggest event of the year. This year the GNSK will take place in Eindhoven. FOSST will try to send the best possible team to represent the students of Tilburg. If you want to participate at the GNSK it is not necessary to be member of a SSA. As long as you Study in Tilburg it is possible to participate.

4.6.3 Batavierenrace

The Batavierenrace is the biggest student sports event of the Netherlands. Every year about 350 teams consisting of 25 runners participate in this relay race. There is an overall ranking, but also a university ranking. The goal of FOSST is to send the best possible team and compete with the other universities.

5. Subsidies

For each SSA's there are some ways to get subsidies to generate some extra earnings. Down below the possibilities will be discussed and where you can send in the request. It is advised to use the help of our treasurer before sending in the request. Because he knows about all the procedures and criteria for each request.

5.1 NSK/GNSK Subsidies

When participating at a NSK/GNSK each SSA or individual can request to refund half of the registration fee to a maximum of 20 euros each person. The person participating must have a membership at the Sports Center otherwise no refund will be possible.

5.2 Warranty organization of events

FOSST will provide in a warranty of maximum 230 euros if an event or tournament, organized within the Sports Center, will have a negative result. When you want to organize a tournament you can send in the budget for your tournament. When the total amount of the budget is below 1350 euro, FOSST is authorized to decide whether a warranty will be given or not. When it comes above the 1350 euros the Supervisory Board has to approve the warranty as well. De budget has to be delivered in our standard template, which can be found on our website. The guidelines used by FOSST and the Supervisory Board about the warranty. Can be found in our domestic regulations, Chapter 11 section 1.

5.3 Subsidy procedure organization tournaments

FOSST has the possibility to subsidize 4 tournaments each year. The tournaments have to be big and take several days. Each SSA can send in a request and FOSST will choose the 4 best requests and they will receive 250 euro each. You can send your request to our treasurer: penningmeester.fosst@gmail.com.

5.4 Subsidy for external tournaments

FOSST can provide a subsidy for participating at external tournaments, but the guidelines as mentioned in our domestic regulations chapter 11, section 2 have to be met. The application form can be found on our website. The application has to be done in the beginning of the calendar year.

5.5 Municipal subsidies

If you want to know if your SSA is entitled for a municipal subsidy. You can contact our treasurer at: penningmeester.fosst@gmail.com

5.6 National Federation Subsidy

Some national sports federations also provide subsidies to SSA's. This is something you have to ask your own federation.

5.7 FOSST draagt bij

"FOSST draagt bij" gives SSA's the possibility to make a plan how they will contribute in stimulating the students sports in Tilburg with the money they can win. Each year the winner(s) will be announced at the end of the year. Each year FOSST has 1000 euros to divide.

5.8 Clothing policy

A new clothing policy has been made 2 years ago. Every year the total amount of subsidy for clothing will be divided over the SSA's. This is based on number of memberships, competition playing members, the wear-out of the clothes, total amount of games and price of the clothes. The Clothing policy can be found on our website and the budgets of each SSA will be published each year through an e-mail. If you want to know the current budget you can always contact our treasurer at:

penningmeester.fosst@gmail.com.

5.9 Board scholarships

Each year the cluster Sport is able to divide 264 scholarships for all the Tilburg university students who are active in a board. FOSST will do the application for these scholarships, but will ask some information beforehand. For further questions reach out to: info.fosst@gmail.com.

Fontys students also have the possibility to apply for a scholarship. FOSST will inform the boards about when the application has to be done. Questions can be asked here: info.fosst@gmail.com.

5.10 Regular Subsidy

The regular subsidy is also divided by FOSST. The amount each SSA gets is based on 3 elements within the subsidy contract. The first element is the policy of your association, the second element is your members list and the third is the performance contract. At the beginning of each year FOSST will invite all the SSA's to discuss this contract and its substance. If there are questions about the contract or the criteria please contact our treasurer at: penningmeester.fosst@gmail.com.

Attachment 1

GMM	General Members Meeting
FOSST	Federation of Students Sports Tilburg
GNSK	Grote Nederlandse Studenten Kampioenschap
HBO	Hoger Beroep Onderwijs
HvB	Hart van Brabantloop
NSK	Nederlands Studenten kampioenschap
OSC	Open Students Competition
SSA	Students Sports Association
PR	Public Relations
SB	Supervisory Board
SAM	Studenten Aan de Macht
SC	Sports Center
SSN	Studenten Sport Nederland
TOP	Tilburg Orientation Program
TSR	Tilburgse Studenten Raad