



STICHTING STUDENTEN ACTIVITEITEN

## Introductory document 2021-2022

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## Preface

Dear Reader,

You have before you the introductory document of Student Activities Foundation (SSA). This document describes a summary of the year 2021-2022. In it you will find, among other things, the purpose of the foundation and what we can do for you as a board. This document serves to support and prepare you for the introductory meeting. If you have questions about this document you can ask during the interview or always send me a message.

On behalf of the board of SSA 2021-2022,

Rens van Hartingsveld

Internal coordinator

September 29, 2021

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## **1. Introduction**

The SSA is the umbrella organization for all HG student organizations and is concerned with representing the interests of HG student organizations. The main objective of the SSA, as stated in the bylaws, is as follows:

*“To actively promote the interests of the various HG student organizations and those involved therein and furthermore to carry out everything that belongs to this or can be conducive to it in the broadest sense.”*

This introductory document informally describes the broad outlines of the policy plan. Chapter 2 briefly explains what the SSA does and how the board can be reached. The third chapter describes the activities surrounding the SSA. Finally, the funds offered by the SSA are described in the last and fourth chapters.

## 2. Stichting Studenten Activiteiten

The Student Activities Foundation is the umbrella student organisation of Hanze UAS. A total of 37 HG student organisations fall under the umbrella of the SSA. The SSA represents the interests of the HG student organisations, supporting the executive boards by providing financial and other support.

Five people have been appointed to fill the various board positions within the SSA. The twenty-eighth board of the Stichting Studenten Activiteiten consists of the following people this year:

President: Jill Sturkenboom

Secretary: Marjolijn Strik

Treasurer: Jeffrey de Groot

Internal coordinator: Rens van Hartingsveld

External coordinator: Tom Kellendonk

More information about the organizational structure can be found in the policy plan, which was sent to the associations by email and can be requested from the board members.

### 2.1 Contact details

Below you will find our contact information. You can also always visit us at our office in the Van DoorenVeste in room A2.11 or reach us by phone at 050 595 4094.



From left to right: Rens van Hartingsveld, Marjolijn Strik, Jill Sturkenboom, Jeffrey de Groot and Tom Kellendonk.

Naam:	Mailadres:	Telefoon:
Jill Sturkenboom	<a href="mailto:Voorzitter@ssa-web.nl">Voorzitter@ssa-web.nl</a>	06-27219033
Marjolijn Strik	<a href="mailto:Secretaris@ssa-web.nl">Secretaris@ssa-web.nl</a>	06-12496500
Jeffrey de Groot	<a href="mailto:Penningmeester@ssa-web.nl">Penningmeester@ssa-web.nl</a>	06-15104716
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Tom Kellendonk	<a href="mailto:Extern@ssa-web.nl">Extern@ssa-web.nl</a>	06-52673699

### **3. Activities regarding SSA**

In the coming year, several activities will be organized by the SSA. These activities are intended to support you in the area of running a HG student organisation, but also to get to know each other better in an informal way. Below is an overview of all the activities. More information about the activities will be explained in the introductory meeting.

#### **3.1 Meetings.**

There will be two interviews with the SSA this board year. These are the introductory interview and the evaluation interview. At the introductory meeting, various topics are discussed, such as the funds offered and activities organized by the SSA. Also, any problems that arise can be discussed. At the evaluation meeting the board year is evaluated and the funds are checked for clarity. The evaluation meeting is held in December with the February 2020-2021 boards. Evaluation calls will be held in April with the September 2021-2022 boards. An institute interview may also be held. At an institute interview, any problems with the institute, facilities, and activities can be discussed. The institute interview takes place when an association or the institute would benefit from an interview. In this interview, if possible, the results of the institute satisfaction survey will be discussed.

#### **3.2 Advisory Committee**

The Advisory Committee (CvA) consists of all the chairs of the HG student organisations. This means that you as HG student organisations form the CvA. At least two CvAs are organised per administrative year. During the first CvA meeting, the SSA policy plan is discussed. This is the time when you, the CvA, have a say in our policy plan. It is therefore important to be present at this meeting. During the second CvA-meeting the annual report of the SSA is discussed and the board year is evaluated. All the rules surrounding the CvA are listed in the CvA regulations, which can be found on the SSA website.

#### **3.3 General Meeting Organizations**

Every administrative year, four General Assembly Organizations (AVO) are organized by the SSA. The purpose of an AVO is to bring the HG student organizations together, so you can get to know each other and help. The AVOs are held in an informal setting. In addition, the work at the SSA is discussed and there is an opportunity to discuss issues of yours, provided they have been submitted digitally in advance. It is very important to attend the AVO because useful knowledge is shared and inspiration can be gained from other HG student organizations.

### 3.4 Social Activities.

The SSA organizes varied social activities that you can participate in. The purpose of these is to be able to get to know each other in an informal way. The following activities are organized:

- Three sports activities, including night volleyball;
- One board weekend;
- Four function-related outings;
- One certificate ceremony;
- Nine coffee hours;
- Board competition;
- Four drinks, including the New Year's drink.

More information about the activities will be explained during the introductory meeting.

### 3.5 Workshops.

Several workshops are organized by the SSA for you to participate in. During these workshops you gain skills and knowledge that are valuable for governing your association. The workshops that are organized are:

- Job related workshops;
- Funding workshop;
- The Green label workshop;
- Aspirants and function related workshop;
- (Social) media workshop;
- Inclusion workshop;
- Workshop topics yet to be determined.

The content of the other workshops is still to be determined. You also have a say in the content of a workshop. You can give your input during the AVO, via the function-related WhatsApp groups and during the introductory meetings.

### 3.6 Sustainability

The Green Label document was recently introduced, which indicates how sustainable a student organization is by means of three different stars. All HG student organizations can obtain the Green Label. The document is available on the SSA website. To inspire the organizations, the SSA will organize a sustainability activity and symposium this year.

## Finances

The SSA provides financial support to you through the HG Activities Fund and the Profiling Fund. These funds are explained in this section.

### 4.1 Profiling Fund

The Profiling Fund is a fund for directors of the various HG student organizations. Through this fund, HG students who have been active in the management of an HG student organisation can receive compensation for any study delays incurred. More information about the Profileringsfonds can be found on the website under the heading 'Documentation' in the Profileringsfondsdocument.

### 4.2 HG Activities Fund

The HG Activities Fund is an emergency fund to provide financial support for the organization of study-related activities and events or for requests relating to sustainability. If the association has insufficient liquid assets to organise an activity, you can make a claim on this fund.

The HG Activities Fund is supplemented each year up to a maximum of 20,000 euros. The contribution from the fund consists of a maximum of fifty percent of the total cost of the activity. A maximum of 500 euros per regular activity applies. For larger activities such as conferences, symposiums or multi-day events, applications may be submitted up to 750 euros. In addition, a maximum of 500 euros applies to other events or applications relating to sustainability. An HG student organization may receive a grant five times per academic year, with a maximum contribution of two thousand euros per year. This can be used to fund five different activities. HG student organizations may budget the HG Activities Fund.

There are a number of criteria that the application must meet and deadlines are applied to the application. The deadlines and these criteria can be found in the HG Activities Fund document under the heading 'Documentation' on the website.

### 4.3 Internationalisation Subsidy A and B

The Internationalisation Subsidy is a subsidy of up to €1000,- that can be applied for by board active students. The first goal of the Internationalization subsidy is to stimulate international students to unite more with HG student organizations. Internationalization Grant A can be used for this purpose. The second aim of the Internationalisation Subsidy is to encourage Dutch student organisations to internationalise or international student organisations to promote integration with Dutch students and inclusion.

An HG student organization must submit an application for the Internationalization Grant in accordance with the SSA's procedural rules via the link in the Internationalization Grant document. This application will reach the Student Assistance Fund Committee and they will bring it to the attention of the SSA. These applications can be submitted throughout the administrative year. Applications for the Internationalization Grant will only be processed by the SSA if they meet the established conditions. The conditions for the Internationalization Grant can be found on the SSA website under the heading 'Documentation'. Within six weeks of submitting an application, the SSA will notify the applicant of a preliminary decision.