



The Student Council at the IT
University of Copenhagen.
CVR: 32481809

Budget Proposal for the Student Council at ITU 2022

To the management of the
IT University of Copenhagen

**We represent the voice of all students at ITU and we
aim to improve the study environment in our
university.**

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Budget forecast 2022

The Student Council has created this budget forecast for 2022 to demonstrate how we plan to use the funding we receive from ITU in 2022. Each defined category also contains an explanation of how we intend to utilize the funds given to us. As each member of the board of The Student Council is new, we have tried to be conservative in our estimates and relied on previous budget applications to assist us in creating this forecast for 2022.

Payroll

Total amount: 230.400DKK

The Student Council performs many functions at ITU on behalf of the student body. To ensure the quality of the work is high, we provide a salary for certain roles within The Student Council that we deem critical for us to function properly. In July of 2021 the newly elected board restructured the responsibilities of these roles and was able to conclude that only three paid roles were required for us to conduct our work. We have maintained the previous salaries from the roles which amount to one position at 15 hours per week and two positions at 10 hours per week all paid 120DKK per hour. In total the salaries come to 16.800DKK per month, including things like SKAT, FeriePenge, and ATP-bidrag. The total for the year will then come to 201.600DKK. We are seeking 230.000DKK as we have not yet worked with the newly restructured roles and the extra money is in case it is decided that one of the 10 hour a week contracts will need to be upgraded to 15 hours a week. If it is decided that the hourly upgrade is not needed 28.800DKK will be deducted from the 2023 budget.

Accounting

Total amount: 18.000DKK

Although we have a treasurer role in The Student Council, it is part time and cannot be expected to know the ins and outs of everything to do with financial reporting. The Student Council therefore outsources the complex financial tasks to an external accounting firm. This is done to ensure all reporting that The Student Council needs to do is done correctly and that we have a resource should we have any questions concerning finances and accounting. We pay 1.500DKK per month totalling the requested amount of 18.000DKK.

Banking

Total amount: 20.800DKK

The Student Council has consolidated the administrative effort of several student organizations (Connect, Node, ITULan, and Campus Cup) by integrating them under

the same CVR where they act as departments of The Student Council. For these organizations this brings the ability to fully enjoy their volunteer work and to leave the administration to the paid staff to The Student Council. Do to this, we have a corporate level banking system from Danske Bank which costs us around 10.000DKK a year. This cost fluctuates slightly depending on how many accounts are active and The Student Council wishes to offer this same service to any new student organizations that may be started in the coming year so the money will go to covering the current costs of the platform and any future expansion. In addition to this banking system The Student Council has also implemented Pleo, a virtual credit card provider. We will use Pleo to facilitate the Student Activity Fund (SAF), giving virtual cards to applicants through their app, making reporting and funds management easier for both the applicant and SAF. They charge 90DKK per month for each card in use and plan to use 10 of these cards totally 10.800DKK a year.

The Student Activity Fund

Total amount: 275.000DKK

The main way that The Student Council helps the student body at ITU is through funding of events and new student organizations at ITU. We do this through the Student Activity Fund (SAF) where students at ITU can apply for funding to help their ideas come to life. We are seeking a larger sum of money here than previous years as we want to come back to the campus life at ITU swinging. During the remainder of the current year The Student Council plan promote and organize more student driven events and want to continue this elevated level of activities during 2022.

Dansk Studerendes Fællesråd

Total amount: 14.000DKK

The Student Council participates in nation-wide student politics through the Dansk Studerendes Fællesråd (DSF) which requires a membership fee of DKK 14,000 a year. As the workshops and events they provide are very helpful to us we would like to renew this membership once again in 2022.

Elections

Total amount: 5.000DKK

Each year The Student Council organizes a political campaign in November which supports the election of new student elected representatives. During this period in November, we set up a stand in Atrium at ITU where we provided coffee and snacks to anyone interested in speaking

with us. We also have fliers and signs for the current year which need designing and printing. For these reasons we request 5.000DKK based on the previous budgets for elections.

InfoBreakfasts

Total amount: 12.000DKK

As the campus will hopefully be open for the full year of 2022, The Student Council would like to continue holding our InfoBreakfast events throughout the year. The plan is to hold four events per semester for 1.500DKK per event. During these events we will provide breakfast items to students while providing information on the chosen topic of each InfoBreakfast. Previous events have included SAP and the job portal administrators, and we intend to invite more guests that can provide helpful information to students in a casual environment.

Promotional Material

Total amount: 3.000DKK

The Student Council holds many different events throughout the year which require promotion both physically and digitally around ITU. We have already invested money in previous years in large banners and signs that can be used for general events involving The Student Council. Should it be required to create any new signage or promotional material for events, we request 3.000DKK based on the previous budgets for promotional material.

Office Supplies

Total amount: 5.000DKK

The Student Council needs to be able to buy new pens, paper, stick notes, etc. to run our day-to-day activities. We are also in the process of trying to acquire a new dedicated office room separate from the lounge/office area we currently have in 4A10. While we plan to use what ITU can provide in terms of tables and chairs, we would like to have a small budget available to make organizational upgrades to any room we may find to use as our dedicated office. We therefore request a budget of 5.000DKK to be used on general office supplies and possible furniture for a new office.

Student Organizations Facilities

Total amount: 25.000DKK

The Student Council currently has a room in 4A10 which was created in 2019 as a community room/office for the different student organizations at ITU. While this space has been functional

up to this point, we can see room for improvement. As mentioned in the office supplies section, The Student Council is currently looking for dedicated office space. This is because the current space we have in 4A10 is very split. We do not feel that we can conduct our work in such a shared space as there is often a need for privacy when it concerns the work that we do. We also do feel that the community aspect of this room is very important and something that The Student Council is very interested in maintaining. Assuming we are able to find a new office location, we would like to turn 4A10 into a full-time community room. We would continue to have 4A10 open to all members of student organizations at ITU and make a few upgrades to the equipment currently in the room. To this end we request 25.000DKK for new equipment, continued upkeep of snacks and drinks in the community room, and any other maintenance needed during the year.

Annual Volunteer Dinner

Total amount: 37.500DKK

Each year The Student Council organizes a dinner for all the volunteers in every student organization at ITU. In 2020 it was not possible to hold this event and we are still not 100% sure it will be possible in 2021. We do however believe it will be feasible in 2022 and request 37.500DKK for this event. The plan is to use 200DKK on food and 50DKK on drinks per attendee. Previous years have had an open bar at ScrollBar, but we feel that this does not align with our values as it promotes binge drinking rather than having a good time. The Student Council has therefore decided that 2022 and 2021 (if it happens) will have a paid bar. We are working on creating a deal with ScrollBar that would make it possible for drinks to be sold at member prices with the 50DKK per attendee going to ScrollBar to make up the difference. If this is not possible, we will order drinks through ScrollBar for the dinner and spend the 50DKK per attendee that way.

Meetings

Total amount: 25.000DKK

The Student Council holds many meetings with different groups, including our own meetings, throughout the year. During these meetings we provide drinks, snacks, and sometimes meals to the attendants. As we plan to have more members than previous years, we request a substantiable budget of 25.000DKK to ensure we will have the money to provide a welcoming atmosphere to attendants. This is based on an increase of the previous years budget as we have already increased the number of board members by 200%.

Internal Teambuilding

Total amount: 50.000DKK

As The Student Council wants to continue to create a fun and trusting environment within our organization, we deem it necessary to allocate funds to team building events for our members. We plan to organize a yearly cabin trip for Student Council members and events a few times a semester for board members.

Summary

Here we provide a short summary of the total amount of each section of the budget forecast and provide the grand total at the bottom.

Payroll:	230.400DKK
Accounting:	18.000DKK
Banking:	20.800DKK
The Student Activity Fund:	275.000DKK
Dansk Studerendes Fællesråd:	14.000DKK
Elections:	5.000DKK
InfoBreakfasts:	12.000DKK
Promotional Material:	3.000DKK
Office Supplies:	5.000DKK
Student Organization Facilities:	25.000DKK
Annual Volunteer Dinner:	37.500DKK
Meetings:	25.000DKK
Internal Teambuilding:	50.000DKK
Grand total:	720.700DKK