The UCC Alumni Fund – Guidelines for Application

Last updated 26.08.2025

Introduction

The UCC Alumni Fund was launched in 2022 to support projects that enhance the student experience. Any current student, UCC society, UCC club, representative of the UCC Students' Union, or UCC staff member representing a body of students is eligible to apply in support of initiatives that will have broad impact for a group(s) of students or the entire UCC student body.

"The student experience" comprises academic, social and personal dimensions. It includes the extracurricular activities, campus life and diverse support services which contribute to students' well-rounded UCC journey.

Applications for project grants for the 2026-2027 academic year will be accepted during an open application period commencing January 2026. Please review the project criteria below and consider the following before making your application:

- Applications should be detailed, factual, and specific in how the project will enhance the UCC student experience. The more information you provide, the better.
- Each year, the total amount of funding available for project grants will vary, reflecting the strength and sustainability of the fund.
- Project budgets generally fall into three tiers, which influence their chance for selection:
  - Basic *(€2,500 and below)* – Most projects selected will fall within this range, and they require a simple budget outline.
  - Intermediate *(€2,500 to €10,000)* – Projects in this range are chosen more selectively and benefit from a thorough, detailed budget proposal.
  - Major *(Above €10,000)* – Only projects of significant transformational impact above this threshold will be considered. They require a very detailed budget breakdown.
- It is advised that students discuss your project planning with a member of UCC staff or the UCC Students' Union before applying.
- The number of projects approved will depend on various factors including the number of applications received, the amount of funding requested, the balance of the fund, etc.
- Projects may be approved for a reduced amount of funding than originally applied for.

Criteria for Projects

All grant applications are reviewed by a committee and submitted for approval to the Cork University Foundation board. To be awarded funding, projects must demonstrate that they will enhance the student experience across the wider student body, benefitting current and future generations of students and making UCC an even better place to live and study. Your proposal should also outline a thorough risk assessment process.

The committee assesses applications based on a range of criteria including, but not limited to:

- Projects should make a real and tangible difference to students.
- Projects should be transformational in nature, meaning they are innovative and potentially change the way that a certain area or topic is approached at the university.

- Projects should support a one-off initiative or start-up costs for a recurring initiative that can be repeated without UCC Alumni Fund funding.
- Projects should support a group(s) of students or the entire UCC student body.
- Projects cannot support individual requests for maintenance fees, scholarships, prizes, etc.

The committee **will consider** supporting projects in the following areas, provided they meet the stated criteria above:

- Student-led extra-curricular, academic or research activities.
- Club or society initiatives.
- The provision of equipment.
- Projects that promote student safety, well-being, and/or equality, diversity and inclusion.
- Events that are open to the wider UCC community or beyond, or that demonstrate clear and significant benefits to the UCC student body.
- Campus space furnishings, provided they are to be utilised by and to enhance the experience of the wider student body.
- Trips abroad that clearly demonstrate significant benefits to UCC and the student body.

The committee **will not** consider:

- Projects that commit the UCC Alumni Fund to recurrent funding.
- Activities or purchases that only benefit one student or a small, restrictive group of students.
- Staff, capital or building costs.
- Projects that involve fundraising events or initiatives, unless vetted by UCC Advancement.

Conditions of receiving funding

All project leaders **must** agree to and sign the **UCC Alumni Fund Grant Terms and Conditions**, which lay out requirements and encouraged actions by the project stakeholders in order to support the enduring health of the UCC Alumni Fund. The terms include:

- Providing a written report on the progress or success of the project and how the award has assisted them, including images and quotes from students impacted.
- Expenditure, or finalised expenditure plans, must take place within 12 months.
- Projects must adhere to all UCC policies and, where applicable, all UCC Club/Society policies.
- A succession plan must be provided should the project leader be unable to fulfil their responsibility for the project for any reason.
- Promotional activities including a photoshoot, displaying UCC Alumni Fund branding on materials, and sharing on social media that the project received UCC Alumni Fund support.

Student project leaders **must**:

- Be enrolled in the current academic year.
- Have a plan to complete the project before you cease to be a student, or a succession plan.
- Provide a staff sponsor/referee, who endorses the project and can help to ensure proper financial governance through their departmental cost centre, if necessary.
    - *The sponsor/referee may be a UCC Students' Union Sabbatical Officer*

Enquiries

Learn more about the UCC Alumni Fund, including past examples of projects and a sample application at alumni.ucc.ie/alumni-fund.

If you have questions about the UCC Alumni Fund or the application process, please contact Matt Hamiton in UCC Advancement at matt.hamilton@ucc.ie.