# Proposal to organize social activities within the WASP PhD student council at the local universities

### Aim/purpose/objective of the social activity

### Organizers (PhD student council representants/organizing university)

### Type of Social Activity: in line with the local “representationsregler” (Attach program, Invited participants/target groups):

### Planned Date for the social activity.

### Proposed budget

|  |  |  |
| --- | --- | --- |
| Prepared by |  | Approved by |
| Signature |  | Signature |
| Date |  | Date |

# Policy

The PhD Student Council has the opportunity to organize local activities up to 2 times per year. The following guidelines apply to the social activity proposals initiated by PhD student council representatives at the local universities:

The proposal must include:

* + The objective of the activity
  + The target group/list of participants

The activity shall be connected to a WASP-related event or purpose, such as:

* + Informative meetings such as updates on WASP opportunities and upcoming activities
  + Research discussion or presentations
  + Information sessions about the PhD Student Council

Booking and Financial Guidelines

* + All bookings must comply with the local university’s representation rules *(representationsregler).*
  + Costs should be booked locally under the graduate school project and will be reimbursed by WASP in connection with the tertial reporting.
  + Budget per PhD student per social activity 100: -

Submission and Approval

* Proposals must be submitted using this template to [info@wasp-sweden.org](mailto:info@wasp-sweden.org).
* The proposal must be submitted at least 4 weeks prior to the planned event.
  + Once approved, the proposal will be shared with the relevant stakeholders