

District Meetings/Business Networking Events - Funding Rules

Event type:

District Social Event

- Event to be self-funded (either from the District Voluntary Fund and/or the sale of the event tickets) Any leaflets or flyers can be created and costed at HO but will be invoiced to the District Voluntary fund.

Event type:

District/Trade Event

- A Trade Event that is combined with a District meeting (Booker etc) will be funded using the district meeting budget already agreed at the beginning of the year. The £5 subsistence applied to members at the event on the Events Module on FM created by the MSM.
- Any District/Trade events should be agreed and added to the requested annual budget at the beginning of the year and approved at NEC/NC. How many events and the cost of these should be decided at the beginning of the year by the Districts Event Committee (If they have one). The requested funds for these events will be held in the National District Events Budget. (Any leaflets for the trade part of the event will come from the National Events Budget).
- If the National Events Manager is supporting the district with their trade event and it appears that the district may be going over their budget, the events manager will request that the top table make a decision as to whether the event can go ahead i.e. each event will be looked at on an individual basis.

Event type:

Part Social

- Part social event in collaboration with a constituted pre-arranged District Meeting should be self-funded (either from the District Voluntary Fund and/or the sale of the event tickets)

Considerations when running an event with support from head office:

- Head office can offer support in all areas confirmed in the “how to guide” but please remember that you are responsible for the overall organisation of the event.
- Head office can promote your event on the Fed website and create social posts if required.
- Head Office can help create a flyer and pass the artwork on for Districts to print themselves if they wish.