

Leiden University regulations for the reimbursement of organisation and election programme costs

Preamble

University groups may qualify for an allowance for organisation and election programme costs. Individual candidates may qualify for an allowance for election programme costs. These regulations list the conditions that should be met, the amounts reimbursed, and how to apply for an allowance.

Section 1 Introductory provisions

Article 1. Definitions

The following definitions apply in these regulations:

University group:

An association of persons, with or without independent legal status, which belongs to the University community and aims to, among other things:

1. Put forward candidates for election to the University Council and/or one or more Faculty Councils, and
2. Promote contact among its elected candidates, and between elected candidates and their voters.

Individual Candidate:

A candidate put forward for the relevant election to the University Council via a candidate list that was not submitted by a University group, or

A candidate put forward for the relevant election to a Faculty Council, depending on the electoral system, neither via a candidate list submitted by a University group, nor with a reference to a University group on the ballot paper.

Organisation costs:

Any costs incurred directly for the organisation of a University group, other than election programme costs.

Electoral programme costs:

The actual costs incurred in promoting a University group or individual candidate, provided they are reasonable and do not violate University norms, values, and regulations.

Central Electoral Committee:

The body appointed by the Executive Board to organise University elections.

Section 2 University Groups

Article 2. Organisation costs for University groups

1. To qualify for reimbursement of organisation costs, a University group should:
 - a. Have put forward more than one candidate at the most recent election for members of the University Council or Faculty Councils, depending on the electoral procedure, either by submitting one or more candidate lists, or by indicating the name of the group after the name of the relevant candidates, and
 - b. Be demonstrably active as a University group.
2. The allowance for the organisation costs of a University group is € 250 per calendar year.
3. An application for an allowance for organisation costs should be submitted to the Central Electoral Committee no later than in the month of June of the year to which the application refers.
4. The application referred to in the previous paragraph should include the following:
 - a. A list of the members of the University group that were put forward as candidates for the University Council and/or Faculty Councils at the most recent election, and
 - b. Written proof of the activities of the University group, such as an annual report, policy plan, or appearance in the media or the social media as a group.

Article 3. Election programme costs for University groups

1. To qualify for an allowance for election programme costs, a University group should:
 - a. Have submitted at least one candidate list at the relevant elections of the University Council,
 - b. Have put forward one or more candidates at the relevant elections of members of the Faculty Council, depending on the electoral procedure, by either submitting one or more candidate lists, or by listing the name of the group with the name of the relevant candidate/candidates.
2. The allowance for election programme costs is 50% of the actual costs as recognised by the Central Electoral Committee, up to a maximum of:
 - a. € 455 for the election of members of the University Council,
 - b. € 115 for the election of members of a Faculty Council.If a University group puts forward candidates for more than one Faculty Council, the maximum allowance is € 230.
3. Applications for an allowance for election programme costs should be submitted to the Central Electoral Committee no later than three months after the results of the relevant election have been announced.
4. The application referred to in the previous paragraph should include invoices or copies of invoices testifying to the actual costs incurred, and a mention of the candidate(s) or candidate list(s) referred to in the application.

Section 3 Individual Candidates

Article 4. Election programme costs for individual candidates

1. To qualify for an allowance for election programme costs, an individual candidate should:
 - a. Appear as a candidate in the relevant elections of members of the University Council on a list that was not submitted by a University group,
 - b. Not appear as a candidate in the relevant elections of members of a Faculty Council, depending on the electoral system, either on a candidate list submitted by a University group, or with the name of a University group next to their name on the ballot paper,
 - c. Not present themselves as forming a group with other candidates in the relevant elections.

2. The allowance for election programme costs is 50% of the actual costs as recognised by the Central Electoral Committee, up to a maximum of:
 - a. € 45 for the election of members of the University Council,
 - b. € 11 for the election of members of a Faculty Council, with the caveat that if a group of individual candidates stand jointly, but without forming a University group, they will not be granted a higher allowance than they would have received as a University group.

3. Applications for an allowance for election programme costs should be submitted to the Central Electoral Committee no later than three months after the results of the relevant election are announced.

4. The application referred to in the previous paragraph should include invoices or copies of invoices that testify to the actual costs incurred, and a mention of the candidate(s) or candidate list(s) referred to in the application.

Established by the Executive Board on 12 April 2022, following consent from the University Council as granted on 4 April 2022