



Policy Plan

Candidate-Board 2019

‘In Opere Caementicio Aedificandum’



Policy Plan

Candidate-Board 2019

Study Association Concept

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Preface

In front of you, you can find the policy plan of Candidate-Board 2019. This plan describes the direction of ConceptT in 2019. This policy plan will be used as a guideline for the Candidate-Board 2019.

5 Candidate-Board 2019 wants to thank multiple people that helped to establish this policy plan. First of all, the current board, consisting of Ivo Bruijl, Thijs Schuiling, Wouter Kampman, Niels Welsch and Saskia van Brenk. Candidate-Board 2019 has been trained by the current board and has been provided with advice and feedback. Besides the current board, Candidate-Board 2019 want to thank the Council of Advisors, consisting of Niek ten Brinke, Kai Hermann, Daan Kampherbeek, Ramon Oppers. 10 Candidate-Board 2019 has been given advice and feedback multiple times during the establishment of the policy plan. Last but not least, Candidate-Board 2019 want to thank the KasCo, consisting of Casper Bresters, Mike Flohr, Anne Hofman, Wendie van der Meer and Martijn Peters, for their help with the financial part of the policy plan.

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Introduction

30 Over the years, study association ConcepT has grown into a strong and professional association. However, ConcepT can expect to see some changes in the future. Besides, Candidate-Board 2019 sees possible improvements on a few aspects. In this Policy Plan, these improvements will be turned into goals and the implementations of these goals.

35 With the start of the academic year 2019-2020, also the third year of the Bachelor will be international. This results in a fully international Bachelor curriculum. The final phase(s) of the transition from a Dutch to an English Bachelor will therefore start, both for the Programme and ConcepT. ConcepT will remain an association that is open for international students and must be sufficiently prepared to a growing number of international members. In theory, it could for example be possible to have an international (member in) Board 2020. To be sufficiently prepared, a few steps
40 must be taken in the coming year still.

Candidate-Board 2019 would be the first board since Board 2015 consisting of six board members. Where in the last years it was common to stitch the Secretary and the Officer of Internal Affairs together in one 'double-function', in Candidate-Board 2019 these will be two separate functions again. With a Candidate-Board of six members, there are more possibilities to take up peripheral
45 business. In 2019, a new vice-function will be implemented in Candidate-Board 2019, namely the Vice-Officer of External Affairs. This vice-function is called into existence to support the Officer of External Affairs.

Since 2018, the Dutch law regarding privacy has changed (AVG, Algemene verordening gegevensbescherming). A consequence of this change in law is that it has become more difficult to
50 exchange personal data between external relations and ConcepT and her members.

The goals in the policy plan are partly based on the Strategic Plan 2018-2020. Part of the goals set in the Strategic Plan 2018-2020 are already realised by Board 2018. On certain aspects, continuation of their policy is needed, but new policy goals shall be implemented as well.

55 The same structure as previous years is chosen for this policy plan. It starts with presenting a reading guide. This gets followed by the goals, which will be elaborated on different aspects. The policy is divided into six chapters, namely activism, substantive, study, network, social and financial. At the end of the policy plan, feedback will be given to the Strategic Plan 2018-2020.

Reading guide

60 The following chapters are used in this policy plan. These chapters are based on the Strategic Plan 2018-2020 and the Identity document (*'Identiteitsdocument'* in Dutch).

1. Activism

The chapter 'Activism' concerns everything that relates to organising activities of ConcepT. These activities include social as well as career related activities.

65 2. Substantial

The chapter 'Substantial' concerns all civil engineering-oriented activities organised by ConcepT.

3. Study

The chapter 'Study' concerns everything related to the education.

70 4. Network

The chapter 'Network' concerns all matters that refer to contacts with external parties. This means the network with companies, knowledge organisations, institutes and Alumni, as well as other study associations.

5. Social

75 The chapter 'Social' concerns the contact with people within ConcepT, the participation to social activities of ConcepT and all other matters that strengthen social contacts within ConcepT.

6. Financial

The chapter 'Financial' concerns the financial matters and position of ConcepT.

80 In all above-mentioned chapters, the current situation will be assessed first (Position & Changes). Subsequently, the goals that Candidate-Board 2019 sets itself will be described (Goals). After that, the way the goals will be implemented will be described (Implementation). Finally, every chapter ends with a short summary of the goals and according implementations.

85 Next to the above-mentioned chapters, a chapter is added in which a feedback of the goals to the Strategic Plan is given. In Appendix 1, the budget of 2019 is added, including an explanation of this budget.

90 In contrast to the past years, the chapters "Internationalisation" and "Feedback to Internationalisation Guideline" have been removed. According to the Internationalisation Guideline the advices on the first phase (up to 30% international students) are applied and standardised. Whilst the second phase criteria (between 30-60% international students) are not necessary yet, almost all the advices are implemented structurally already. Most advices for the third phase (more than 60% international students) are implemented structurally as well. Candidate-Board 2019 does not make a difference between international and Dutch students. This means that policy in the first six chapters of this document is aimed at both international and Dutch students. That is why the chapters 95 "Internationalisation" and "Feedback to Internationalisation Guideline" have become redundant.

100 Abbreviations which can be found in this document are BSA (Binding Recommendation), CEM (Civil Engineering & Management), CME (Construction Management & Engineering), IG (Internationalisation Guideline), SP (Strategic Plan), TEM (Twente Education Model) and UT (University of Twente). In this document, lateral-entry students are considered students who do not apply through the first year of the Bachelor of Civil Engineering at the University of Twente.

1 Activism

The chapter Activism concerns everything to do with the organization of activities within ConcepT. This means the organization of both career related and social activities.

1.1 Position & changes

105 In the past years, ConcepT has established extra committees to anticipate to the growing number of active members. This resulted in the development of the Sportscommittee for first-year students and the project committee for second-, third-year and Master students. If the current number of active members in the first-year will continue in the upcoming year, Candidate-Board 2019 must have an extra committee on hand to deal with the growing number of active first-year students in September.

110 The project committee for second-, third-year and Master students has ended in November 2018. The Lustrum committee and the Study Tour are starting in the beginning of 2019. Candidate-Board 2019 thinks that those committees will ensure enough places for current second-, third-year and Master students who want to stay active at ConcepT.

115 Candidate-Board 2019 expects that a lot of the current active first-year students want to participate in a committee in their second year. Because a lot of first-year students are active, Candidate-Board 2019 foresees a problem in the number of committees that ConcepT offers for second-year students. Therefore Candidate-Board 2019 will investigate whether those students want to stay active or not, and react to that.

120 ConcepT has many active members, particularly in the Bachelor. Those members participate in several non-continuous committees. In these committees, there is a new mix of people who have to work together as a group. Those people need to collaborate and this takes some time, because the members are not familiar with each other and the way the others work. Candidate-Board 2019 thinks that it is preferable to stimulate the internal interaction to provide better cohesion between committee members during the start-up phase of non-continuous committees. Since continuous committees do not have such a sudden start-up phase, Candidate-Board 2019 thinks it is not necessary to stimulate their internal interaction more than is currently done.

130 The knowledge of ICT at ConcepT is concentrated at a small group. The term “ICT” is applicable to all the items regarding ICT in the ConcepT-room and the Horst, for instance the candy- and coffee screen, the televisions, etcetera. Candidate-Board 2019 expects that this knowledge will be lost to ConcepT if members of the media committee will graduate. This will result in lack of continuity regarding ICT at ConcepT and a lack of structure in the documents that are applicable to the different ICT-systems.

1.2 Goals

135 Candidate-Board 2019 wants to react to the number of members that want to stay active at ConcepT and wants to react to the possible growing number of active members in the first-year of the Bachelor. (SP 3.2.1)

Candidate-Board 2019 wants to stimulate internal interaction in non-continuous committees during their start-up phases.

Candidate-Board 2019 wants to ensure the continuity regarding ICT-knowledge.

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1.3 Implementation

React to the number of members that want to stay active at ConcepT and react to the possible growing number of active members in the first year of the Bachelor

145 At the moment, the number of active first-year students is exceptionally high. If this trend does continue in 2019, ConcepT will not be able to give all of the interested first-year students a place in a committee. In this case, Candidate-Board 2019 wants to set up a new committee in September 2019 that covers the amount of (not yet)-active members of ConcepT. This possible committee will be proposed to the first-year students at the committee talks if Candidate-Board 2019 foresees a lack of places in committees for first-year students starting in September.

150 The current project committee will end and instead of this committee the Lustrum committee will be started. It will be a challenging committee, because the Lustrum will be a big event. That is why this committee will stimulate current second-, third-year and Master students to stay active at ConcepT.

155 Candidate-Board 2019 wants to investigate whether first-year students want to stay active at ConcepT. If the interest in committees remains high, Candidate-Board 2019 considers a new committee (next to the Lustrum committee) to increase the likelihood that every active student can take part in a committee in their second-year.

Stimulate internal interaction in non-continuous committees for the benefit of their start-up phases

160 A budget of €7,50 will be provided per committee member for informal activities which stimulate teambuilding and therefore enhances the internal interaction in non-continuous committees. Candidate-Board 2019 thinks that this will benefit their start-up phase since committee members usually don't know each other before they enter a committee. Since the members of the Council of Advisors and the KasCo normally don't change all at once at the general meeting, this does not apply to these committees.

Ensure the continuity regarding ICT-knowledge

170 Candidate-Board 2019 thinks that the knowledge about ICT should be transferred to next years. A renewed script for the Mediacommittee will be composed, in which a few changes in the setup of the committee will be added. Candidate-Board 2019 wants to cooperate with the current Mediacommittee to find the optimal way for structure in this committee to ensure the knowledge continuity. A hierarchical system in the committee can improve the continuity. At W.S.G Isaac Newton this kind of system is used, which is working properly. A similar system can be created to ensure the continuity regarding ICT-knowledge within ConcepT.

175	Goals and implementation
	1.1 <i>React to the number of members that want to stay active at ConcepT and react to the possible growing number of active members in the first year of the Bachelor</i>
	1. Have an extra committee on hand for first-year students if the current offer of committees is not sufficient for the new first-year students who want to be active.
180	2. Continue with the project committee for current second-, third-year and Master students in the form of a Lustrum committee.
	3. Investigate the wishes of current first-year students regarding staying active and react to this if the number of interested students is higher than the current offer of committees.
185	1.2 <i>Stimulate internal relations in non-continuous committees for the benefit of their start-up phases</i>
	1. Provide a budget for non-continuous committees to organise an informal activity for teambuilding.
	1.3 <i>Ensure the continuity regarding ICT-knowledge</i>
190	1. Implement a new hierarchical system at the Mediacommittee and compose a script for the transfer of knowledge as well as for the committee.

2 Substantive

The chapter Substantive concerns the participation in broadening and deepening activities of students, and offer accessible insights in the future field of occupation of students. These activities are civil-engineering oriented matters which are not directly part of or should not be part of the education.

2.1 Position & changes

ConceptT organises educational activities. These activities are organised to enable students to get in touch with different civil engineering orientated companies and get to know what kind of projects these companies work on. This way, the students get an impression of the working field of a civil engineer. Nevertheless, Candidate-Board 2019 thinks that the educational activities will be more appreciated if these activities are in line with the curriculum. Either way, if these activities do not fit in the schedule of the target group, the activities will not be attended by the people which have the most interest/benefit in the activity at that certain moment in the curriculum. If these activities can be adapted to the schedule of students and are complementary to the projects the students are working on, it will lower the threshold of coming. Furthermore, the activities can improve the credibility of the project in the module. Board 2018 has tried to organise excursions within the curriculum of Bachelor students. This applied to the first module of the first year Bachelor students and the second module of the second year Bachelor students. The module coordinators and the programme director were very enthusiastic. On the contrary, the contact with the different companies was very difficult, which meant that the desired excursions did not took place.

Besides the activities ConceptT is already organising, there are some workshops not present which can be interesting for members to expand their knowledge about different kind of programs such as InDesign or Excel. These are workshops which are not directly linked to the discipline of a typical Civil Engineering student. To make it possible to organise these activities with a larger number of participants or with lower costs per participant, it might be useful to organize substantive activities in cooperation with other associations. This can be done to lower the problems arising with the organisation of such an activity.

2.2 Goals

Candidate-Board 2019 wants to implement activities that are in line with the curriculum of their members. (SP 5.2.2)

Candidate-Board 2019 wants to enable members to attend more diverse extracurricular substantive oriented workshops.

2.3 Implementation

Implement activities that are in line with the curriculum of Bachelor students

Candidate-Board 2019 wants to make educational activities more interesting for Bachelor students by making sure that there are activities which are in line with the subjects of the module the students are working on. The activities will be open for all members, however, the subject will be focused on the certain module. These activities can be lunch lectures, excursions and workshops. Especially for the excursions it will add value if the module coordinator and the programme director are involved in the process of the organisation of the excursions. The subject of the possible excursions can be discussed and the possibilities of rescheduling lectures can be investigated. Candidate-Board 2019 wants to discuss with the module coordinator if it will be possible to implement the desirable activity in the module by having a preparatory lecture or adopt to the project or lectures the students have.

235 Because last year Board 2018 experienced some difficulties with the companies where they wanted to organise an excursion with, Candidate-Board 2019 will focus the organisation of the activities on the contact with the companies.

Enable members to attend more diverse extracurricular substantive activities

240 Candidate-Board 2019 wants to organise more diverse substantive oriented workshops. These are workshops that can be of help during the studies or when in the field of occupancy. To make this possible, Candidate-Board 2019 wants to reach out to other study associations with shared interests and organise several workshops jointly. This way, it will be possible for ConcepT members to attend more diverse extracurricular workshops which were not available to ConcepT members in the past. For example, an InDesign or an Excel workshop might be too expensive for the number of participants from ConcepT to organise by ConcepT alone, although other study associations will also be interested in such workshops. When working with joint power, it will be possible to organise these workshops with a larger number of participants or with lower costs per participant.

Goals and implementation

2.1 Implement activities that are in line with the curriculum of Bachelor students

250 1. Have close contact with companies and the programme to organise activities which are in line with the curriculum.

2.2 Enable members to attend more diverse extracurricular substantive workshops

1. Enable the organisation of more diverse extracurricular substantive workshops, if needed in combination with other student associations.

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3 Study

The chapter Study focuses on Bachelor students Civil Engineering, Master students Civil Engineering & Management (CEM), and Master students Construction Management & Engineering (CME). Furthermore, safeguarding the quality of education is part of this chapter.

3.1 Position & changes

During the last couple of years, the system of choosing minors, Bachelor's Theses, Masters have proven to be quite incomprehensible for the ConceptT-members. This is due to unclearness on where information can be found. In the seventh and eighth module of the Bachelor, the members have to choose which minor(s) they want to take part in. At this time, it is not clear for everyone what the different options are, nor where they can find the information they need to make a deliberate decision. In the same period and at the start of the third year in the Bachelor, the members face the same problems when they are searching for a Bachelor's Thesis. During the end of the third year of the Bachelor's, the members, once again, run into the same problem when choosing their Master. All information is available, but where the relevant information can be found is not known well enough among members.

Board 2018 has been trying to lower the threshold between students and the programme. This was done by promoting the interaction between students and the teachers with use of informal activities. At the faculty of ET, most teachers are quite welcoming and open to students. However, by getting to know each other in a more informal way, a new dimension can be added to this already good relation. Although a foundation has been laid, there is much room for improvement still.

3.2 Goals

Candidate-Board 2019 wants to improve the provision of information from the programme and provide a clear overview of the possibilities regarding minors, Bachelor's Theses and Masters. (SP 4.2.1)

Candidate-Board 2019 wants to improve and anchor the relation between students and the Programme.

3.3 Implementation

Improve the provision of information on minors, Bachelor's theses and Masters

Candidate-Board 2019 wants to compose a guide for Bachelor students, collaborating with the Programme Board. This guide should contain combined information to simplify the path towards the choices, regarding minors, Bachelor's Theses and Masters, of students. Furthermore, Candidate-Board 2019 will offer this guide to the Programme Board, such that they improve their information services themselves in the following years.

Improve and anchor the relation between students and the Programme

Candidate-Board 2019 wants to organise informal activities to strengthen the relation between her members and the teaching staff of the programme. Board 2018 has already laid a foundation for this, and Candidate-Board 2019 wants to build further on this foundation. In its Annual Report, Board 2018 has recommended Candidate-Board 2019 to plan such activities far in advance and include an envoy on the part of the teaching staff to help with the organisation. Candidate-Board 2019 will take this advice into account.

Goals and implementation

3.1 *Improve the provision of information on minors, Bachelor's Theses and Masters*

1. *Compose a guide for Bachelor students to improve the provision of information, collaborating with the programme.*

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3.2 *Improve and anchor the relation between students and the Programme*

1. *Organize activities which enable social interaction between students and teachers.*

4 Network

Network refers to all activities related to contacts with external parties. For ConceptT, this means establishing and maintaining relationships that are not covered by social contacts.

305 4.1 Position & changes

The diverse network of ConceptT represents a wide and good balance in the directions of the civil engineering world. The current network consists of all big civil engineering companies which are nationally based and interesting for ConceptT, but only 1 foreign based company. In 2019, the internationalization will be reaching the whole bachelor program. It's therefore desirable to look at the possibility of expanding the network with foreign companies that are involved in the Dutch market. Also, Board 2018 advises Candidate-Board 2019 to set up a strategy into attracting foreign companies to the network of ConceptT.

Next to the network of companies, good contact with alumni is beneficial for ConceptT. For this contact, the alumni association ConcreetT was founded years ago. However, since 2012 no new board members could be found for ConcreetT, so the board of ConceptT also becomes the board of ConcreetT. In the years that followed this change, ConcreetT was not an active association. Therefore, the contacts of ConcreetT could not be exploited optimally by the ConceptT Board.

4.2 Goals

Candidate-Board 2019 wants to expand the network of ConceptT with foreign companies effectively.

320 Candidate-Board 2019 wants to achieve an effective collaboration between ConceptT and the alumni association ConcreetT. (SP 5.2.1)

4.3 Implementation

Expand the network of ConceptT with foreign companies effectively

325 Candidate-Board 2019 wants to set up a strategy for effective contact between ConceptT and foreign companies. To set up a new strategy the problems that former boards experienced with foreign companies will be analyzed. Besides this, Candidate-Board 2019 wants to expand the network with foreign companies. By visiting expositions in adjacent countries to the Netherlands Candidate-Board 2019 hopes to improve the direct contact with foreign based companies and have this way a more effective approach.

330 *Achieve an effective collaboration between ConceptT and the alumni association ConcreetT*

To reach a good relationship between ConceptT and alumni it is beneficial to have a continuous and active alumni association. In order to reach an active and continuous alumni association, the board of ConceptT will look in improving the contact with ConcreetT. Therefore, Candidate-Board 2019 will investigate whether it is possible to reach a structural solution for the division of tasks within the board of ConcreetT.

Goals and implementation

4.1 Expand the network of ConcepT with foreign companies effectively

1. Set up a strategy for effective contact between ConcepT and foreign companies

2. Tie more foreign companies to the network of ConcepT

4.2 Achieve an effective collaboration between ConcepT and the alumni association Concreet

1. Investigate structural solutions for the division of tasks of Concreet

340

5 Social

One of ConcepT's tasks is to get its members in touch with each other. The chapter Social refers to matters that increase social interaction between members and making sure members will participate in social activities.

5.1 Position & changes

ConcepT annually organises around 100 activities. The promotion of these activities is done by using the poster boards, tv screens, social media and word-of-mouth advertising. Still, the observation is that often there is a lack of Master students at the ConcepT activities. Because ConcepT is an association for Bachelor and Master students of Civil Engineering, it is the task of ConcepT to organise activities which are attractive for Master students.

Most lateral-entry students did not get in touch with the possibility of organising and joining events at their previous educational institution. Therefore, they have an incomplete image of what ConcepT is and what ConcepT can offer them. If these lateral-entry students get informed about the possibilities, it is expected that they will get more involved with the association which will be beneficial for their integration within ConcepT.

Good promotion is essential to generate and/or sustain attendance at activities. Firstly, the promotion is presented with printed media in and around the ConcepT-room. Secondly, the promotion of activities is done via the different social media channels (Snapchat, Instagram, Facebook). Right now, there is a lack of structure in the system behind the two different kinds of promotion. Both kinds of promotion can be more frequently and consequently used to optimize the effect of the promotion.

Since mobile phones are more used every day, a mobile application has a lot of potential when it comes to promoting activities. Still, there is not a mobile application of ConcepT yet. This is partly due to the connection of a mobile application to Congressus and the maintenance effort/costs. Nevertheless, this way of promotion is very effective and accessible for all members at any time and location. Furthermore, it will be possible to easily make use of focused promotion towards the members of ConcepT.

5.2 Goals

Candidate-Board 2019 wants to make her activities more attractive for Master students. (SP 3.2.2. & SP 5.2.2 & SP 6.2.1)

Candidate-Board 2019 wants to structure and widen the promotion of activities of ConcepT.

5.3 Implementation

Make ConcepT activities more attractive for Master students

To make sure that ConcepT is organising activities that are interesting for Master students, the first priority is to know what kind of activities Master students are interested in. Candidate-Board 2019 wants to gather information regarding these interests and see if they can adopt the newly gained knowledge in the activities that different committees organise. This will be done by having a chat with Master students but also by letting them fill in a survey.

Candidate-Board 2019 wants to inform lateral-entry students about the different committees of ConcepT and the activities which are organised by the committees. Moreover, the wide opportunities at ConcepT will be addressed and emphasized. Since other study associations (at their previous educational institution) might not have offered the same chances as ConcepT, Candidate-Board 2019

thinks that these aspects should not be neglected. This information will be given at least twice a year at the entry moments of Master students to the Master tracks.

Structure and widen the promotion of activities of ConcepT

Candidate-Board 2019 wants to bring more structure in the promotion of activities. For the printed promotion, this structure does not only include the ConcepT-room but also poster-boards in the Horst-complex. Board 2018 is already trying to get access to several poster-boards. Candidate-Board 2019 will continue the use of these boards. Besides that, Candidate-Board 2019 wants to appoint one of the board members to keep the posters in the Horst up to date. Because there will be a better overview when executed by one person, this measure is implemented. Moreover, the structure of posters in the ConcepT-room will be revised. For the promotion via the social media accounts, Candidate-Board 2019 want to promote more frequently and especially more consequently.

Candidate-Board 2019 wants to investigate the possibilities for a mobile application for ConcepT. This is in line with the current trend in social media activity. The new generations of members will make even more use of their mobile phone. Since the mobile website via Congressus is not considered as user-friendly, a mobile application might be a good solution. In a mobile application the promotion can also be focused on different target groups per activity. If it can be connected/synced with Congressus, an app might be feasible.

Goals and implementation

5.1 Make ConcepT activities more attractive for Master students

- 1. Adjust activities to the Master students, by taking their wishes into account.*
- 2. Make lateral-entry students aware of the possibilities that ConcepT offers.*

5.2 Structure and widen the promotion of activities of ConcepT

- 1. Clear and consistent use of promotion channels in the ConcepT-room, the Horst-complex and social media.*
- 2. Investigate the options around a (mobile) application for ConcepT and other new promotion channels.*

410 6 Financial

The chapter Financial concerns all actions that affect the financial status of ConceptT either positive or negative.

6.1 Position & Changes

415 ConceptT has been financially healthy for multiple years now. Also the accountancy is well organised and thus no big changes are needed in the financial policy of ConceptT. However, liquidity shortages were noted throughout the last years, especially during July and August. This is fixed from 2019 onwards, since Grolsch will pay their discount semi-annually. Therefore, a part of the discount is collected during July, decreasing the liquidity shortages. Something that needs to be addressed by Candidate-Board 2019 though, is the irregularity of the direct debits. Direct debits are not performed 420 on a regular basis and therefore members don't know when they can expect these direct debits. And, although members can find their open invoices on the ConceptT-site, most of them are not aware of the amount of their open invoices.

6.2 Goals

Candidate-Board 2019 wants to bring structure to the direct debits for ConceptT-members.

425 6.3 Implementation

Bring structure to the direct debits for ConceptT-members

In order to structure the direct debits, Candidate-Board 2019 wants to collect direct debits regularly. By structuring the direct debits, members know when they can expect the direct debits and therefore, they can predict the amount of their open direct debits better. In order to structure the direct debit, 430 Candidate-Board 2019 wants to collect direct debits monthly. These direct debits will be done at the end of the month to make sure members have the money available to pay these direct debits.

Objectives and implementation

6.1. *Bring structure to the direct debits for ConceptT-members*

1. *Collect the invoices regularly, preferably at the end of the month.*

435 **7 Feedback to the Strategic Plan**

In this chapter the goals, which Candidate-Board 2019 wants to implement and which relate to the goals of the Strategic Plan 2018-2020, will be appointed.

7.1 SP 3.2.1 Continue with adapting activism to the changing preferences and willingness of students

440 Candidate-Board 2019 will anticipate to the growing number of active members to continue with adapting activism at ConcepT. This will be done by starting a new committee in September for first-year students if Candidate-Board 2019 foresees a lack of places in committees. If this is the case for other years, the opportunity of starting another committee for second-year students is also observed. The Lustrum committee will be set up for second-year, third-year and Master students to cope with the growing number of active members.

7.2 SP 3.2.2 Familiarise lateral-entry students with ConcepT and possibilities for activism

Candidate-Board 2019 wants to familiarise lateral-entry students by promoting ConcepT at the entry moments in various ways. Not only ConcepT will be promoted but joining committees/activities and the comparison with other associations will be large points of interest.

7.3 SP 4.2.1 Improve collaboration between ConcepT and the Programme Board in information services

In order to improve the provision of information about minors, Bachelor's Thesis and Masters, Candidate-Board 2019 wants to collaborate with the Programme Board to compose a guide for Bachelor students. This guide should contain combined information to simplify the decisions of students about minors, Bachelor's Theses and Masters.

7.4 SP 5.2.1 Make better use of contact with alumni of Civil Engineering to maximise the potential benefits for students

460 Candidate-Board 2019 wants to improve the division of tasks within the board of Concreet. This way, it is expected that the contact with alumni will be more accessible. This contact with alumni will be beneficial for the students.

7.5 SP 5.2.2 Keep track of changing demands from students and external parties and adapt the content of the collaboration if required

465 To keep up with the changing demands of students, Candidate-Board 2019 wants to organise career related activities within the curriculum of Bachelor students. Because these activities are in line with the curriculum, the activity will fulfil the wishes of the students of that certain module. Besides the fact that the students will be attracted to the activity in the first place by the subject of the activity, Candidate-Board 2019 wants to lower the threshold of coming by fitting in these activities in the schedule of the students.

470 Candidate-Board 2019 wants to make sure ConcepT is organising activities that are interesting for Master students in order to ensure Master students to come to more activities. Candidate-Board 2019 wants to gather information regarding these interests by have a chat with Master students but also by let them fill in a survey. When these interests are known, the different committees can look if they can adopt the newly gained knowledge in the different activities.

475 **7.6 SP 6.2.1. Adapt the activities to the preferences and willingness of**
students

Candidate-Board 2019 wants to anticipate to the preferences and willingness of Master students concerning joining activities. To achieve this, a survey will be held among Master students about activities that are offered. This because there is often a lack of master students at the activities of
480 ConcepT.

Appendix 1: Budget 2019

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Budget 2019				
a	General	Income	Costs	Balance
1	Contribution	€ 6.650,00	€ -	€ 6.650,00
2	Allowance	€ 6.600,00	€ -	€ 6.600,00
3	ConcepT App	€ 750,00	€ 750,00	€ -
4	General sponsoring	€ 4.950,00	€ 300,00	€ 4.650,00
5	Website	€ 11.300,00	€ 1.700,00	€ 9.600,00
6	De Brug	€ -	€ 150,00	€ -150,00
7	Beneden Peil'	€ 4.600,00	€ 4.850,00	€ -250,00
8	Costs of representation	€ 1.700,00	€ 11.576,00	€ -9.876,00
9	Costs of organisation	€ 1.127,00	€ 14.958,00	€ -13.831,00
10	Consumptions	€ 3.800,00	€ 8.600,00	€ -4.800,00
11	Study books	€ 1.500,00	€ 1.500,00	€ -
12	Newspaper and magazines	€ -	€ 400,00	€ -400,00
13	Furniture of ConcepT room	€ -	€ 500,00	€ -500,00
14	Company dinner	€ 1.800,00	€ 1.000,00	€ 800,00
15	Unforeseen	€ -	€ 643,00	€ -643,00
16	Cancelled debtors	€ -	€ -	€ -
17	Cancelled creditors	€ -	€ -	€ -
	Sub total (a)	€ 44.777	€ 46.927	€ -2.150

Budget 2018				
a	General	Income	Costs	Balance
1	Contribution	€ 6.500	€ -	€ 6.500
2	Allowance	€ 6.500	€ -	€ 6.500
3	Interest	€ 20	€ -	€ 20
4	General sponsoring	€ 6.000	€ 1.000	€ 5.000
5	Website	€ 14.000	€ 1.700	€ 12.300
6	De Brug	€ -	€ 340	€ -340
7	Beneden Peil'	€ 5.100	€ 4.250	€ 850
8	Costs of representation	€ 1.000	€ 10.371	€ -9.371
9	Costs of organisation	€ 2.500	€ 17.763	€ -15.263
10	Consumptions	€ 3.500	€ 8.550	€ -5.050
11	Study books	€ 30.000	€ 30.000	€ -
12	Newspaper and magazines	€ -	€ 400	€ -400
13	Furniture of ConcepT room	€ -	€ 500	€ -500
14	Company dinner	€ 1.800	€ 1.300	€ 500
15	Unforeseen	€ -	€ 996	€ -996
16	Cancelled debtors	€ -	€ -	€ -
17	Cancelled creditors	€ -	€ -	€ -
	Subtotal (a)	€ 76.920	€ 77.170	€ -250

Actual 2018		
Income	Costs	Balance
€ 6.945	€ 118	€ 6.826
€ 6.877	€ -	€ 6.877
€ 2	€ -	€ 2
€ 3.411	€ 325	€ 3.086
€ 11.222	€ 1.608	€ 9.614
€ -	€ 103	€ -103
€ 4.600	€ 4.035	€ 565
€ 1.797	€ 10.496	€ -8.700
€ 2.082	€ 15.782	€ -13.700
€ 4.067	€ 8.828	€ -4.761
€ 1.268	€ 1.268	€ 0
€ -	€ 409	€ -409
€ -	€ 309	€ -309
€ 1.800	€ 963	€ 837
€ 3.332	€ 1.917	€ 1.415
€ -	€ 1.272	€ -1.272
€ -	€ -	€ -
€ 47.403	€ 47.434	€ -32

490

Policy Plan Candidate-Board 2019

Budget 2019				
b	Committees	Income	Costs	Balance
18	Activity Committee	€ 1.600,00	€ 2.600,00	€ -1.000,00
19	Almanaccommittee	€ 2.500,00	€ 3.000,00	€ -500,00
20	Betonbrouwers	€ 9.500,00	€ 9.500,00	€ -
21	Borrelcommissie	€ 65.000,00	€ 61.000,00	€ 4.000,00
22	BuLaccommittee	€ 10.500,00	€ 10.500,00	€ -
23	ConcepTueelcommittee	€ 9.500,00	€ 9.500,00	€ -
24	First Year Committee	€ 1.800,00	€ 2.650,00	€ -850,00
25	Galaccommittee	€ 4.500,00	€ 5.300,00	€ -800,00
26	InterExcie	€ 10.200,00	€ 3.650,00	€ 6.550,00
27	KasCommittee	€ -	€ 50,00	€ -50,00
28	Kick-In-Campcommittee	€ 10.500,00	€ 11.500,00	€ -1.000,00
29	Lunchclub	€ 150,00	€ 150,00	€ -
30	Mastercommittee	€ 3.800,00	€ 4.100,00	€ -300,00
31	Study Tour Committee	€ 105.000,00	€ 105.000,00	€ -
32	Sportscommittee	€ 1.500,00	€ 2.400,00	€ -900,00
33	Symposiumcommittee	€ 12.000,00	€ 12.000,00	€ -
34	CraTeX	€ 26.000,00	€ 26.000,00	€ -
	Subtotal (b)	€ 274.050,00	€ 268.900,00	€ 5.150,00

Budget 2018				
b	Committees	Income	Costs	Balance
18	Activity Committee	€ 2.400	€ 3.600	€ -1.200
19	Almanaccommittee	€ 2.000	€ 2.600	€ -600
20	Betonbrouwers	€ 6.000	€ 6.000	€ -
21	Borrelcommissie	€ 73.500	€ 70.500	€ 3.000
22	BuLaccommittee	€ 10.500	€ 10.500	€ -
23	ConcepTueelcommittee	€ 12.500	€ 11.500	€ 1.000
24	First Year Committee	€ 2.000	€ 2.850	€ -850
25	Galaccommittee	€ 5.000	€ 5.500	€ -500
26	InterExcie	€ 9.000	€ 4.000	€ 5.000
27	KasCommittee	€ -	€ 50	€ -50
28	Kick-In-Campcommittee	€ 11.000	€ 12.300	€ -1.300
29	Lunchclub	€ 400	€ 400	€ -
30	Mastercommittee	€ 1.550	€ 1.350	€ 200
31	Mediacommittee	€ -	€ 50	€ -50
32	Sportscommittee	€ 840	€ 1.740	€ -900
33	Symposiumcommittee	€ 12.000	€ 12.000	€ -
34	Projectcommittee	€ 9.000	€ 10.000	€ -1.000
	Subtotal (b)	€ 157.690	€ 154.940	€ 2.750

Actual 2018		
Income	Costs	Balance
€ 1.676	€ 2.865	€ -1.189
€ 3.100	€ 3.163	€ -63
€ 3.060	€ 2.985	€ 75
€ 83.004	€ 78.162	€ 4.841
€ 10.570	€ 10.571	€ -1
€ 7.316	€ 11.962	€ -4.646
€ 1.392	€ 2.247	€ -855
€ 5.441	€ 5.921	€ -480
€ 7.850	€ 2.920	€ 4.930
€ -	€ 47	€ -47
€ 10.113	€ 11.107	€ -994
€ -	€ 6	€ -6
€ 591	€ 1.102	€ -511
€ -	€ -	€ -
€ 1.524	€ 2.333	€ -809
€ 15.130	€ 12.395	€ 2.735
€ -	€ -	€ -
€ 150.766	€ 147.785	€ 2.981

Policy Plan Candidate-Board 2019

Budget 2019				
c	Provisions	Income	Costs	Balance
35	Lustrumreservation	€ -	€ 1.000	€ -1.000
36	Refurbish 'Beneden Peil'	€ -	€ 500	€ -500
37	Reservation ICT	€ -	€ 1.500	€ -1.500
	Subtotal (c)	€ -	€ 3.000	€ -3.000

Budget 2018				
c	Provisions	Income	Costs	Balance
39	Lustrumreservation	€ -	€ 1.000	€ -1.000
40	Refurbish 'Beneden Peil'	€ -	€ 500	€ -500
41	Reservation ICT	€ -	€ 1.000	€ -1.000
42	Reservation Crate Bridge Committee	€ -	€ -	€ -
	Subtotal (c)	€ -	€ 2.500	€ -2.500

Actual 2018		
Income	Costs	Balance
€ -	€ 1.000	€ -1.000
€ -	€ 500	€ -500
€ -	€ 1.500	€ -1.500
€ -	€ 2.000	€ -2.000
€ -	€ 5.000	€ -5.000

495

Policy Plan Candidate-Board 2019

Budget 2019				
Appendix 1				
7	Beneden Peil'	Income	Costs	Balance
1	Sponsoring	€ 4.600	€ -	€ 4.600
2	Beneden Peil' rent	€ -	€ 4.300	€ -4.300
3	General costs	€ -	€ 550	€ -550
	Subtotal ('Beneden Peil')	€ 4.600	€ 4.850	€ -250

Budget 2018				
Appendix 1				
7	Beneden Peil'	Income	Costs	Balance
1	Sponsoring	€ 5.100	€ -	€ 5.100
2	Beneden Peil' rent	€ -	€ 3.450	€ -3.450
3	General costs	€ -	€ 800	€ -800
	Subtotal ('Beneden Peil')	€ 5.100	€ 4.250	€ 850

Actual 2018		
Income	Costs	Balance
€ 4.600	€ -	€ 4.600
€ -	€ 3.511	€ -3.511
€ -	€ 524	€ -524
€ 4.600	€ 4.035	€ 565

Policy Plan Candidate-Board 2019

Appendix 2				
8	Costs of representation	Income	Costs	Balance
1	Board clothing	€ -	€ 1.980	€ -1.980
2	Committee dinner	€ -	€ 711	€ -711
3	Committee clothing	€ -	€ 2.925	€ -2.925
4	Constitution cards	€ -	€ 60	€ -60
5	Contact associations within UT	€ -	€ 300	€ -300
6	Contact associations outside UT	€ -	€ 300	€ -300
7	Company visits	€ 400	€ 1.700	€ -1.300
8	Reunion with former boards	€ 600	€ 1.400	€ -800
9	Dry cleaning suits	€ -	€ 150	€ -150
10	Contact programme departments	€ 700	€ 900	€ -200
11	Compensation activities board	€ -	€ 450	€ -450
12	Miscellaneous	€ -	€ 700	€ -700
	Subtotal (Costs of representation)	€ 1.700	€ 11.576	€ -9.876

Appendix 2				
8	Costs of representation	Income	Costs	Balance
1	Board clothing	€ -	€ 1.600	€ -1.600
2	Committee dinner	€ -	€ 696	€ -696
3	Committee clothing	€ -	€ 3.050	€ -3.050
4	Constitution cards	€ -	€ 50	€ -50
5	Contact associations within UT	€ -	€ 300	€ -300
6	Contact associations outside UT	€ -	€ 300	€ -300
7	Company visits	€ 400	€ 1.900	€ -1.500
8	Reunion with former boards	€ 600	€ 1.400	€ -800
9	Dry cleaning suits	€ -	€ 150	€ -150
10	Contact programme departments	€ -	€ 200	€ -200
11	Compensation activities board	€ -	€ 375	€ -375
12	Miscellaneous	€ -	€ 350	€ -350
	Subtotal (Costs of representation)	€ 1.000	€ 10.371	€ -9.371

Actual 2018		
Income	Costs	Balance
€ 216	€ 1.816	€ -1.600
€ -	€ 503	€ -503
€ -	€ 2.825	€ -2.825
€ -	€ 59	€ -59
€ -	€ 219	€ -219
€ -	€ 300	€ -300
€ 400	€ 1.777	€ -1.377
€ 501	€ 1.301	€ -800
€ -	€ 150	€ -150
€ 680	€ 871	€ -192
€ -	€ 375	€ -375
€ -	€ 302	€ -302
€ 1.797	€ 10.496	€ -8.700

Policy Plan Candidate-Board 2019

Budget 2019				
Appendix 3				
9	Costs of organisation	Income	Costs	Balance
Activities				
1	Active member activity	€ -	€ 2.600	€ -2.600
2	General Meeting	€ -	€ 2.700	€ -2.700
3	Policy activity with Candidate Board	€ -	€ 620	€ 620
4	Sinterklaas	€ -	€ 200	€ -200
5	Study aiding activities	€ 225	€ 375	€ -150
6	Remaining activities	€ 800	€ 1.200	€ -400
General				
7	Bankcosts	€ 2	€ 700	€ -698
8	Committee team building activity	€ -	€ 428	€ -428
9	Boardpresent	€ -	€ 300	€ -300
10	Committee presents	€ -	€ 100	€ -100
11	Office supplies	€ -	€ 100	€ -100
12	Licences	€ -	€ 1.350	€ -1.350
13	Ludieke actie	€ -	€ 200	€ -200
14	New board lunches	€ -	€ 250	€ -250
15	Board Teambuilding	€ -	€ 600	€ 600
16	Overleg Studieverenigingen	€ -	€ 70	€ -70
17	Postal expenses general	€ -	€ 350	€ -350
18	Printing	€ 100	€ 550	€ -450
19	Telephone costs	€ -	€ 300	€ -300
20	Insurances	€ -	€ 600	€ -600
21	Recruitment active members	€ -	€ 700	€ -700
22	Committee transfer lunches	€ -	€ 90	€ -90
23	Lunches lateral entry students	€ -	€ 50	€ -50
24	External promotion ConcepT	€ -	€ 250	€ -250
25	Miscellaneous	€ -	€ 275	€ -275
	Subtotal (Costs of organisation)	€ 1.127	€ 14.958	€ -11.391

Budget 2018				
Appendix 3				
9	Costs of organisation	Income	Costs	Balance
Activities				
1	Active member activity	€ -	€ 2.600	€ -2.600
2	General Meeting	€ -	€ 2.700	€ -2.700
3	Policy activity with Candidate Board	€ -	€ 620	€ -620
4	Sinterklaas	€ -	€ 300	€ -300
6	Study aiding activities	€ 300	€ 540	€ -240
7	After-Intro	€ 500	€ 800	€ -300
8	Remaining activities	€ 1.550	€ 2.800	€ -1.250
General				
9	Bankcosts	€ -	€ 800	€ -800
10	Boardpresent	€ -	€ 300	€ -300
11	Committee presents	€ -	€ 168	€ -168
12	Office supplies	€ -	€ 100	€ -100
13	Licences	€ -	€ 800	€ -800
14	Ludieke actie	€ -	€ 300	€ -300
15	New board lunches	€ -	€ 250	€ -250
16	Teambuilding	€ -	€ 625	€ -625
17	Overleg Studieverenigingen	€ -	€ 70	€ -70
18	Postal expenses general	€ -	€ 650	€ -650
19	Printing	€ 150	€ 500	€ -350
20	Telephone costs	€ -	€ 300	€ -300
21	Insurances	€ -	€ 600	€ -600
22	Recruitment active members	€ -	€ 1.000	€ -1.000
23	Committee transfer lunches	€ -	€ 90	€ -90
24	Lunches lateral entry students	€ -	€ 50	€ -50
25	External promotion ConcepT	€ -	€ 400	€ -400
26	Miscellaneous	€ -	€ 400	€ -400
	Subtotal (Costs of organisation)	€ 2.500	€ 17.763	€ -15.263

Actual 2018		
Income	Costs	Balance
€ -	€ 2.563	€ -2.563
€ -	€ 2.442	€ -2.442
€ -	€ 712	€ -712
€ -	€ 305	€ -305
€ 141	€ 245	€ -104
€ -	€ -	€ -
€ 1.696	€ 2.417	€ -720
€ -	€ 726	€ -726
€ -	€ 231	€ -231
€ -	€ 118	€ -118
€ -	€ 78	€ -78
€ 139	€ 1.308	€ -1.169
€ -	€ 106	€ -106
€ -	€ 200	€ -200
€ -	€ 620	€ -620
€ -	€ 70	€ -70
€ -	€ 714	€ -714
€ 106	€ 553	€ -447
€ -	€ 309	€ -309
€ -	€ 606	€ -606
€ -	€ 654	€ -654
€ -	€ 120	€ -120
€ -	€ 18	€ -18
€ -	€ 399	€ -399
€ -	€ 268	€ -268
€ 2.082	€ 15.782	€ -13.700

Policy Plan Candidate-Board 2019

500

Appendix 4				
10	Consumptions	Income	Costs	Balance
1	Revenue coffee/tea	€ -	€ 4.750	€ -4.750
2	Revenue soda fridge	€ 1.500	€ 1.500	€ -
3	Revenue candy	€ 2.300	€ 2.300	€ -
4	Reward/compensation summaries	€ -	€ 50	€ -50
	Subtotal (consumptions)	€ 3.800	€ 8.600	€ -4.800

Budget 2019			
Post	Income	Costs	Balance
General	€ 44.777	€ 46.927	€ -2.150
Committees	€ 274.050	€ 268.900	€ 5.150
Provisions	€ -	€ 3.000	€ -3.000
Total	€ 318.827	€ 318.827	€ -

Appendix 4				
10	Consumptions	Income	Costs	Balance
1	Revenue coffee/tea	€ -	€ 5.000	€ -5.000
2	Revenue soda fridge	€ 1.500	€ 1.500	€ -
3	Revenue candy	€ 2.000	€ 2.000	€ -
4	Reward/compensation summaries	€ -	€ 50	€ -50
	Subtotal (consumptions)	€ 3.500	€ 8.550	€ -5.050

Budget 2018			
Post	Income	Costs	Balance
General	€ 76.920	€ 77.170	€ -250
Committees	€ 157.690	€ 154.940	€ 2.750
Provisions	€ -	€ 2.500	€ -2.500
Total	€ 234.610	€ 234.610	€ -

Actual 2018		
Income	Costs	Balance
€ -	€ 4.684	€ -4.684
€ 1.627	€ 1.616	€ 11
€ 2.440	€ 2.514	€ -74
€ -	€ 14	€ -14
€ 4.067	€ 8.828	€ -4.761

Actual 2018		
Income	Costs	Balance
€ 47.403	€ 47.434	€ -32
€ 150.766	€ 147.785	€ 2.981
€ -	€ 5.000	€ -5.000
€ 198.169	€ 200.219	€ -2.050

Explanation of budget

505 Financial situation and sponsoring

The Strategic Plan 2015-2017 states that it is not necessary for ConcepT to budget a profit, because there is enough liquidity. Strategic Plan 2018-2020 does not feature a financial chapter. Candidate-Board 2019 assumes that the loss in 2018 was a one-off occurrence. For this reason, together with the fact that in 2016 and 2017 there was no loss on the budget, the budget 2019 does not feature a profit.

510 A number of new posts have been added to realize the policy plan.

The total sponsor income in 2019 will be similar to the sponsor income in 2018. However, a change of sponsor destinations is visible. Sponsors seem to be more interested in direct contact with students instead of, for example, visibility on the website or in printed media. Candidate-Board 2019 assumes this trend will continue in 2019.

515 The posts on the budget that need additional explanation have been explained below. Most of these posts have changed compared to the budget of 2018.

General

- | | | |
|-----|-----------------------|--|
| | 1. Contribution | Contribution based on the average of the last 4 years. Since it is difficult to estimate the exact number of members. |
| 520 | 2. Allowance | Similar to the contribution, the allowance is based on the average of the last 4 years. |
| | 3. Interest | Due to the low interest in 2018, only €2,-, this post is set to bankcosts as an income. |
| 525 | 3. ConcepT App | Candidate Board 2019 wants to introduce a ConcepT-app. In order to do this, an investment needs to be made. The cost in the budget is based on the most expensive alternative, so it is possible this will come out lower. Candidate Board 2019 assumes the expenses of this app will be covered by sponsoring through the app. This can be done by movies, banners or company profiles. |
| 530 | 4. General sponsoring | Since Board 2018 passes more contracted general sponsoring than they received, the income will be assumed higher than 2018. Also companies seem to be more interested in informal activities lately and Candidate Board 2019 assumes this trend will continue. |
| 535 | 5. Website | In 2018, the income of the website decreased compared to the years before. Companies seemed to value direct contact with students more, rather than through visibility on the website. This also is assumed to be the case in 2019, and therefore the income of the website is similar to 2018. |
| 540 | 6. De Brug | Since Candidate Board likes to have more editions of the bridge 'de Brug', the expenses are slightly higher than 2018. |

11. Study books

In 2018 Study books were no longer paid by ConcepT in advance, and therefore no large expenses were made here. Only readers are still part of this post.

Committees

545 18. Activity Committee

The Sport committee organized the Batavieren race for ConcepT for the first time in 2018. Meaning the Activity Committee does not anymore. Therefore the Activity Committee will have a €500,- lower balance than 2017.

550 20. Betonbrouwers

The Betonbrouwers received a higher sponsor income from the University of Twente. Instead of the €1000,- they received in previous years, they now received €7500,- for clothes and general sponsoring. Although their budget is increased, it is expected that they will still actively search for other sponsors, just like in previous years. Also they expect to spend all the money received for new materials and clothing, resulting in a assumed balance of €0,-.

555

21. Borrelcommissie

The balance of the Borrelcommissie is based on the last 3 years. But the overall income and expenses will be assumed to be lower. This is because Candidate Board 2019 assumes Paradoks will be leaving 'Beneden Peil' by September 2019. In 2017 the share of Paradoks in expenses and income was €25.500 and €25.000 in 2018 respectively. Therefore it is assumed that half of these expenses and income will be lost.

560

23. ConcepTueelcommittee

Due to a new contract for printing, it is expected that the expenses of the ConcepTueel will lower. Furthermore, in 2018 the income was decreased compared to previous years, but with a new lay-out and money still to come from Concreet, it is assumed that the balance of the ConcepTueelcommittee will be around €0,-.

565

25. Galacommittee

In 2018 the Gala was organized by ConcepT and Sirius. This lead to a total balance of -€1.000,- were ConcepT invested €500,-. Since the costs for the music (band, DJ and music equipment) does not go down with less attendees, the balance for 2019 will be heightened to -€800,-.

570

26. InterExcie

As stated in the Policy Plan of 2019, Candidate Board 2019 will focus on organizing more excursions. Therefore it is expected that the income for excursions will be higher than 2018. However, by organizing more excursions, the expenses also will be higher. Looking at former years, it is assumed a single excursion will be €300,- in expenses.

575

30. Mastercommittee

Candidate-board 2019 looks to expand the current offer of activities with a ConcepT Business Course (CBC). This will result in a raised budget, however the CBC will likely have no effect on the balance.

580

33. Symposiumcommittee

Unlike last year, the Symposium committee is not expected to make a large profit. This is due to an inevitable change of location. Looking at their forecast for February, it is expected they will have a balance of €0,-.

585	34. CraTeX	This committee receives €2000,- from board 2018 and has a guarantee from the University of Twente. Therefore all expenses are covered and the balance will be €0,-.
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Provisions

590	37. Reservation ICT	Set to €1500,-. Board 2018 heightened this reservation. This is needed to ensure the ICT is kept up-to-date.
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Appendix 1 - Beneden Peil

595	2. Beneden Peil rent	As mentioned before, Candidate Board assumes Paradoks will leave 'Beneden Peil' by September. This means that the last 4 months of 2019, the rent of 'Beneden Peil' needs to be paid by ConcepT alone. Candidate Board will reach out to the Programm Board for the finance for this. But it is assumed this rent needs to be paid by ConcepT.
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Appendix 2 - Costs of representation

600	1. Board clothing	Since the costs of suits went up by €12,- compared to 2018, Candidate Board 2019 will change the expenses to €330,- per person. With six board members this comes down to €1980,-.
	3. Committee clothing	In 2018 almost all committees bought committee clothing for less than €25,-. Most committees spend only around €20,- for their clothing in 2018. Only the Interexcie went over this budget. Therefore Candidate Board 2019 thinks €25,- will be sufficient to get nice clothing.
605	12. Miscellaneous	General costs for get-well-soon-cards, business cards and other types of cards will be covered by this post. Unlike previous years, Christmas cards will also be put in this post. Therefore the expenses will be higher than 2018.

Appendix 3 - Costs of organisation

610	3. Policy activity with Candidate Board	In 2018 this balance was heightened since clothing for a Candidate Board was added. Candidate Board 2019 will maintain the same budget per candidate board member (a maximum of €125,- per person).
615	5. Study aiding activities	Since Candidate Board 2019 values study evenings, a total of 3 study evenings is assumed.
620	6. Remaining activities	Candidate Board 2019 wants to enable some extracurricular activities. However, since the Revit course will not be organized in 2019, the total expenses and income for this post will be assumed to be lower than in 2018. However, it is assumed that some other course will be provided instead of the Revit course.
	8. Committee team building activity	A budget of €7,50 will be provided per committee member for informal activities which stimulate teambuilding and therefore enhances the internal interaction in non-continuous committees. See the Policy Plan for further information.

625

12. Licences The costs of Excat will be higher in 2019. Also Flickr will not be free to use anymore and therefore costs for licences will be higher.

15. Board Teambuilding This budget is set to a maximum of €100,- per person.

630

17. Postal expenses general Since the Christmas cards are now under 13. Miscellaneous, these costs will be lower than 2018.

22. Committee transfer lunches A budget of €30,- will be reserved for some committees. These committees are: BuLa, Symposium, Kick-in

635

24. External Promotion ConcepT As in 2018, Candidate Board 2019 would like to include Study Books bags. Therefore the costs in 2018 are assumed as expenses in 2019 for these bags.