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UNIVERSITY

# Finance

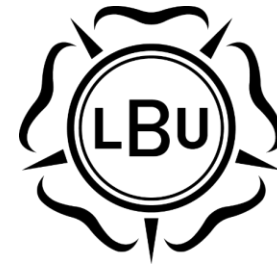
# Introductions

**Linda Bradshaw**

Athletic Union Administrator

**Lisa McCormick**

Club Development Administrator



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# Financial Overview

# Accounts



## Operations Account

Money allocated to the Athletic Union clubs from the University Generally used for entry fees, transport, accommodation, coaching & equipment

Financial Year: August - July

## Student Account

Your account, You raise money to go in it.

Subsidise club trips, equipment, pay additional coaches, facility hire, deposits

# Student Account

**Balance: £51.5k** ▶ 40 individual club balances



## Authorised Purchases

- Playing Kit & Leisurewear (any kit/leisurewear subsidies must be available to all Club Members and must be through University approved kit suppliers)
- Equipment
- Transport
- Accommodation
- Match Officials
- Catering/Hospitality
- Competition Entries
- Social Events and trips ( must be available to all Club Members and if longer than 1 day must have a sporting focus eg Sports Tours)
- Mileage/Fuel Expenses
- Hire Vehicle Damage
- Coaching
- Physiotherapy/Sports Therapy
- Nutrition support
- Video Analysis support
- Photography
- Consultancy services
- Advertising
- Reprographics (must adhere to University brand guidelines)
- Raffle prizes
- Charity donations
- Misc. event costs (e.g. flowers, balloons, table decorations)
- Trophies
- Venue/Facility Hire
- Sports Awards/Varsity Tickets for members (As long as agreed by all Club and minutes)



## Non Authorised Purchases

- Speeding Fines
- Parking Tickets
- Player fines (but we will still administer these in the office)
- Damage to venues/equipment/personal items due to anti-social behaviour
- Any items relating to 'weekly 'socials' (excludes 'dry' socials)
- Gambling expenses
- 'Loans' to Club Members
- Sports/AU Memberships
- Holidays -not related to sport (including I love Tour!)

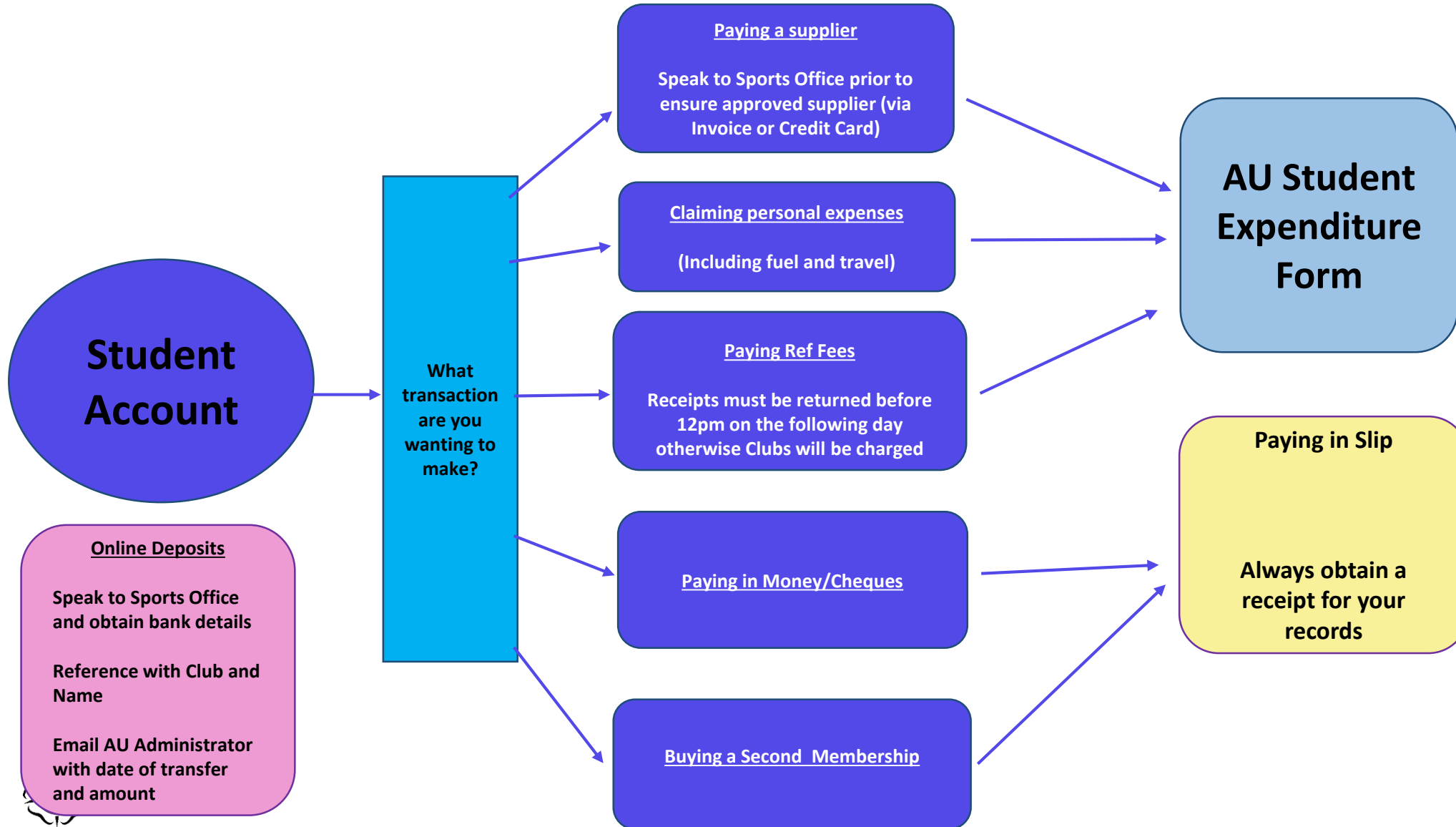


# University Suppliers

- Finance department negotiated cheaper rates
- University has suppliers for most products.
- Most cases supplied quicker than can be done yourself.
- List of suppliers in the Sports Office, ask if you have any queries.
- **ASK BEFORE YOU BUY!!!**



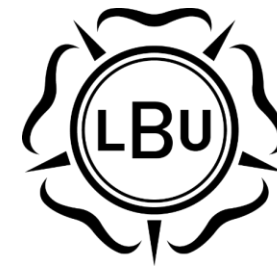
# Financial Process



Please book a 1-2-1 meeting with

Linda if you are unsure of anything ..

Linda : [l.i.bradshaw@leedsbeckett.ac.uk](mailto:l.i.bradshaw@leedsbeckett.ac.uk)



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