**ENSA Societies**

**Development Plan 2025-26**

Please fill out all sections in as much detail as possible.

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| **Society Details** |
| **Name of Society:***(Including preferred abbreviation)* |  |
| **Current Committee Members:***(Name/Position)* |  |
| **External Affiliations:***(e.g. Governing Bodies or Professional Organisations)* |  |
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| **Aims/Objectives** |
| **Aim:***(Why does the society exist?)* |  |
| **Objectives:***(What do you what to get out of your society?)* |  |

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| **General Activities** |
| **What will your regular activities look like?***Please list specific ideas.* |  |
| **Venue of regular activities:***(On/off campus, etc)* |  |
| **Resources required:***(equipment, promotion, transport, etc)* |  |
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| **Special Events** |
| **Are you planning to run any special events?***This includes balls, fundraisers, and larger collaborative events.* |  |
| **For each event, let us know what resources are required:***(List venues, marketing, booking costs etc)* |  |
| **How can ENSA support you to organise any of these events?***(Booking venues, promotion, etc)* |  |
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| **Welcome Activities** |
| **Do you intend to host a taster session?***If so, let us know the details of this session (date/time/venue).* |  |
| **Resources Required:** |  |
| **Do you need ENSA support to organise this?** |  |
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| **Campaigns** |
| **Are there any existing campaigns you would like to get involved with?***(e.g World Mental Health Day, Black History Month, etc)* |  |
| **Are there any campaigns you would like to start?** |  |

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| **Health & Safety** |
| **What is the risk rating of your society?***(This information can be found in the ENSA Health & Safety Policy in the Policy Bank)* |  |
| **Name of person responsible for risk assessments:** |  |
| **For Medium/High Risk Societies only:** |
| **Name of any qualified first aiders within your committee:** |  |
| **Name of committee member(s) to attend first aid training:** |  |
| **Name of person responsible for first aid kit and restocking:** |  |
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| **Equipment** |
| **The society owns equipment:** |  |
| **When was your inventory last updated?***You should have an inventory even if your society owns no equipment.* |  |
| **Who is responsible for managing your inventory?** |  |

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| **Finance - Expenditure** |
| **Breakdown of Expected Spend on Items:***Check the Club Account spreadsheet on Teams for last year’s spends.**(Consider venue costs, resources, transport, etc)* |  |
| **Total Expected Expenditure:** |  |
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| **Finance - Income** |
| **Target Number of Memberships:** |  |
| **Costs of Membership Types** *(not including the ENSA Societies Affiliation Fee)* |
| ENU Student – Full Year:*(Minimum £0)* |  |
| ENU Student – Term 1 Only:*(Minimum £0)* |  |
| ENU Student – Term 2 Only:*(Minimum £0)* |  |
| Associate/Non-ENU Student – Full Year: |  |
| **Total Target Membership income:** |  |
| **Current Available Balance:** |  |
| **Fundraising Target:** |  |
| **Sponsorships:**(*Who/how much/obligations)* |  |
| **Total Expected Income:** |  |
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| **Finance – Profit/Loss** |
| **Total Income – Total Expenditure =** |  |

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| **Other Things to Consider** |
| **Social Media Accounts:***(Provide links or usernames)* |  |
| **Which committee members should get admin access for your society on the ENSA website?***Presidents will be given access once committee training completed.* |  |
| **Is there anything else you would like ENSA to support you with this year?** |  |