



Alumni Groups' Grant Scheme – Guidelines

The University and Colleges of Cambridge have over 190 Alumni Groups worldwide. Alumni Groups organise activities that allow alumni to connect with each other and to Cambridge. In doing so, they increase the pride and support for Cambridge. We are pleased to be able to offer Alumni Groups that have signed the Memorandum of Understanding (MoU) the opportunity to apply for funding which will help develop and enhance alumni engagement in their country/city or area of interest.

The Alumni Groups' Grant Scheme offers Groups two opportunities each year to apply for a grant of up to £500 in support of an innovative Group activity to attract a new and diverse membership.

Eligible activities include:

- Events to attract new alumni to your group
- Outreach activities
- Group launch/re-launch

Grants will be administered by the Alumni Engagement Team, with applications being reviewed and granted by a review panel drawn from the [Networks and Volunteers Working Group](#).

Grant Application Process

1. Email your interest in applying for the Grant Scheme to networks@alumni.cam.ac.uk
2. Read and acknowledge your understanding and acceptance of these Guidelines and the accompanying Terms and Conditions
3. Submit your application online between either 1 and 30 April, or 1 and 30 September
4. Applications reviewed by the Networks and Volunteers Working Group panel in May and October
5. Further information or clarification sought if required
6. Grant announcements are made at the end of May/October
7. Successful Groups will sign an agreement to confirm they will provide feedback on how the grant was used and how it supported the objectives of the group/activity

Apply online

Applications must be made via our online form. Applications will only be considered if submitted in either of the two windows in April and September.

Unfortunately, applications for events that have already taken place will not be considered.

Application details

Here are details of the application form and the questions you need to consider in readiness to complete the online form. The form determines whether or not an application is successful. We recommend that time is taken to gather all information required. The panel are unlikely to offer any opportunity for supplementary information to be provided once the form has been submitted.

Section one – Alumni Group

Name of Alumni Group?

Primary Group contact?

Group email address?

Does the group have a bank account? (if no, your application will not be accepted)
YES/NO

Has your group signed the University's memorandum of understanding (MOU)? (If no, your application will not be accepted) YES/NO

Section two – Purpose of application

In this section you must provide reasons for your application. Please provide as much detail as possible in order for the panel to make an informed decision. The panel are looking for a detailed plan as to why your activity should receive a grant and how this will benefit your group. Your application must demonstrate at least one of the following:

1. Amplifying impact through strategic funding

Use the grant as a tool to spark activities with measurable benefits, from increased membership to expanded reach or new partnerships.

2. Enabling inclusive and accessible activities

Provide engagement opportunities that are welcoming and accessible to a broad range of alumni, regardless of background, geography, or financial situation.

3. Encouraging innovation in group activities

Incentivise creative, fresh approaches to alumni engagement, helping groups move beyond routine or repetitive formats.

4. Supporting group development and sustainability

Help groups to launch, relaunch, or strengthen their governance or structure, contributing to long-term stability and relevance.

When completing this section please detail:

- The intended outcomes this funding will contribute towards
- Will this activity encourage new audience of all ages to join your group?
- How many attendees you are expecting and if the grant will contribute to increasing attendance
- What will the grant pay for specifically?
- How you feel your activity will create lasting value to the group?

Type of activity? (e.g. event, talk, recruitment)

Audience/attendees? (e.g. alumni, students, new members)

Date and time of activity?

Location/venue?

Full description of activities utilising listed criteria above?

Target number of attendees?

Section three – Grant details

Amount applying for?

Grant uses? (e.g. part payment for ticket costs, speaker expenses)

Breakdown of costs (please provide full details of how any potential grant will be spent)

Additional support from Volunteers Team?

Additional information to support your application?

Section four declaration

By completing and submitting this form, if awarded the grant, you agree to:

- Utilise the grant only for the purpose stated in this application
- Provide feedback to the Volunteers Team about the activity, how grant was used, any adaptations to grant spend and how the stated objectives were met

- Provide photos and summary of activity to be used in communications and showcase best practice for future applicants

Payment Methods

In order for the Alumni Engagement team to provide you with your grant, certain conditions must be met. Please see the Terms and Conditions for further information.

Please note that the Alumni Engagement Team can only disburse grants to Alumni Group bank accounts. we are unable to disburse grants to personal bank accounts, for example that of a committee member.

If you have any questions regarding your application, please contact us:

networks@alumni.cam.ac.uk