

Scoring of club room and storage facility applications

Amendments to this document are approved by AYY Board.

Facility allocation process

AYY may open new facilities or vacant club rooms and storage facilities available for application. Associations are notified of vacant facilities through channels considered best by the organisational sector. Club rooms and storage facilities are allocated on the basis of applications. All associations approved to AYY's association register may apply for facilities.

A party appointed by the AYY Board reviews and scores applications and presents the allocation of facilities to the Board. New tenants for facilities are decided by the Board. Once the tenants have been selected, the service team drafts and collects signatures for leases.

AYY does not grant facilities to associations that openly discriminate on the basis of gender, national origin or any other personal trait.

| | |
|--|----------|
| 1. Common section (20pts) | 3 |
| 1.1. Purpose and core activities of the association (0p) | 3 |
| 1.2. Openness of association activities (7pts)..... | 3 |
| 1.2.1. How openly does the association recruit members? (3pts) | 3 |
| 1.2.2. How actively the possibility to join the association is communicated outside the association? (2p) | 3 |
| 1.2.3. Who have the opportunity to participate in association activities? (2pts)..... | 3 |
| 1.3. Consideration of diverse students (5pts)..... | 3 |
| 1.3.1. Consideration of minority groups (2pts) | 3 |
| 1.3.2. Internationality (3pts) | 4 |
| 1.4. Continuity in association activities (2pts) | 4 |
| 1.5. Community aspect in association activities (6pts) | 4 |
| 1.5.1. Added value generated for AYY members and participation in the development of the Aalto community (4 pts) | 4 |
| 1.5.2. Interdisciplinarity (2pts) | 4 |
| 2. Club rooms (21pts) | 5 |
| 2.1. Current facilities of the association (4pts) | 5 |
| 2.2. Association activities organised in the facility (10pts)..... | 5 |
| 2.2.1. Number of association activities (2pts) | 5 |
| 2.2.2. Necessity of facilities for core activities (4pts) | 5 |
| 2.2.3. Association activities not organised by any other party in the Aalto community (4pts)..... | 5 |
| 2.3. Impact of the club room on association activities (7pts) | 5 |
| 2.3.1. Impact of the club room on current association activities (2pts) | 5 |
| 2.3.2. Removal of association activities from AYY's facilities rented on a one-time basis (3pts) | 6 |
| 2.3.3. Expansion of association activities (2pts) | 6 |
| 3. Storage facilities (14pts) | 7 |
| 3.1. Current storage facilities of the association (4pts)..... | 5 |
| 3.2. Number of activities (2pts) | 7 |
| 3.3. Benefit from storage facilities (4pts) | 7 |
| 3.4. Impact of storage facilities on the development of association activities (2pts)..... | 7 |
| 3.5. What type of items are stored in the facilities? (2pts) | 7 |

Approved AYY Board

1. Common section (20pts)

1.1. Purpose and core activities of the association (0p)

When applying for facilities, the association must state in its application for which purpose the association has been established and what is included in its core activities (according to the bylaws of the association). No points are granted for this section.

1.2. Openness of association activities (7pts)

1.2.1. How openly does the association recruit members? (3pts)

| 0 points | 1 point | 2 points | 3 points |
|---|---|--|--|
| It is not possible to apply to become a member of the association | It is possible to apply to become a member, but the criteria required for the membership are unclear, contrary to AYY's values or unpublic. | Not all members of AYY can apply to the association, but the criteria required for membership are in accordance with AYY's values and clearly communicated outside the association, e.g., membership limited according to line of study. | All members of AYY can join as members of the association OR apply for membership of the association, and the criteria required for membership are in accordance with AYY's values and clearly communicated outside the association. |

1.2.2. How actively the possibility to join the association is communicated outside the association? (2pts)

| 0 points | 1 point | 2 points |
|--|--|---|
| Information on joining the association is not available. | Information on joining the association is available on the website of the association, for example, but it is not actively communicated to AYY's members | AYY's members are actively recruited as members of the association on social media, checkpoints, etc. |

1.2.3. Who have the opportunity to participate in association activities? (2pts)

| 0 points | 1 point | 2 points |
|--|--|--|
| Association activities are attractive only to a particularly small and homogeneous target group, e.g., students of a single major subject. | Association activities are attractive only to a part of the membership, e.g., recreational activities limited by skill level | Association activities are attractive to all members of AYY, e.g., easily accessible recreational activities or interdisciplinary events |

1.3. Consideration of diverse students (5pts)

1.3.1. Consideration of minority groups (2pts)

Accessibility means that the needs of different groups are taken into account in different areas of operations, and those who deviate from the norm are also welcomed.

| 0 points | 1 point | 2 points |
|--|--|---|
| The association does not take into account the diversity of AYY members in its activities. | Association activities are fairly accessible, but the association does not actively promote the inclusion of minority groups in association activities | The association invests in accessibility and takes into account the needs of different minority groups and the diversity of members in its activities and communications. |

1.3.2. Internationality (3pts)

| 0 points | 1 point | 2 points | 3 points |
|---|---|---|---|
| Internationality has not been taken into account in association activities. | The association has international members but some areas are difficult for them to access. For example, newsletters are translated into English but the general language of conversation is Finnish or Swedish. | The main language of association activities is English, and the association officials also include international members. | The association pays exceptional attention to the needs of international members and has both international and domestic members and officials. |

1.4. Continuity in association activities (2pts)

| 0 points | 1 point | 2 points |
|--|---|--|
| The association has been founded within a year, no new members have joined during the year, the financial situation of the association is inadequate for the facility rent, or activities have otherwise declined. | Association activities are on a solid foundation and the financial situation is adequate for the facility rent, but the officials have not changed much and their recruitment is challenging. | The association has active members and plenty of enthusiastic officials, as well as a stable financial situation. It is easy to find enthusiastic persons for official positions and there is turnover among active members. |

1.5. Community aspect in association activities (6 pts)

1.5.1. Added value generated for AYY members and participation in the development of the Aalto community (4 pts)

| 0 points | 1 point | 2 points | 4 points |
|--|--|--|--|
| The number of members is low (10-25) and activities are not directed outside the members | The association has a fairly large number of members (25-100) for whom activities are organised. | The association has a large number of members (100+) to whom the activities are directed OR the association also openly organises activities to AYY members outside its members and/or participates in Aalto community events. | The association organises well-known activities in the community that add value to AYY members or organises a well-known event for all the members in the Aalto community. |

1.5.2. Interdisciplinarity (2p)

| 0 points | 1 point | 2 points |
|---|---|---|
| Association members and activities focus precisely on a specific field. | The association has members from several different schools, but the core activities are clearly related to a specific field of study. | The association has members from several different schools and the core activities are not related to a certain field of study. |

2. Club rooms (21pts)

2.1. Current facilities of the association (4pts)

| 0 points | 2 points | 4 points |
|--|--|---|
| The association has rented a fairly good club room from AYY or elsewhere in Otaniemi, or the need for additional space is not justified. | The association has rented a club room from Otaniemi but the association is unable to operate sustainably due to financial or other reasons. | The association has no club rooms in Otaniemi or the association will give up the club room it has rented from AYY. |

2.2. Association activities organised in the facility (10pts)

2.2.1. Number of association activities (2pts)

| 0 points | 1 point | 2 points |
|---|---|---|
| There are little association activities in the club room, e.g. monthly or seasonal use. | There are weekly activities in the club room. | The club room is in constant, nearly daily use. |

2.2.2. Necessity of facilities for core activities (4pts)

| 0 points | 2 points | 4 points |
|--|--|---|
| The facilities are not necessary for running the core activities of the association. | The facilities ease the organisation of core activities. | The club room is the key part of the organising of core activities, and the own space is rightly needed for this purpose. |

2.2.3. Association activities not organised by any other party in the Aalto community (4pts)

| 0 points | 2 points | 4 points |
|--|--|--|
| The association does not plan to organise any particular activities in the facilities for the Aalto community. | Activities similar to the ones planned for the facilities are already being organised by some other party. | Activities planned for the facilities are unique and there is a demand in the Aalto community, the activities are not organised by any other party within AYY and there is a credible plan for the implementation. |

2.3. Impact of the club room on association activities (7pts)

2.3.1. Impact of the club room on the current activities of the association (2pts)

| 0 points | 1 point | 2 points |
|---|--|--|
| The club room has no impact on current activities of the association. | Current activities would benefit from a new club room. | Current activities would significantly benefit from a new club room. |

2.3.2. Removal of association activities from AYY’s facilities rented on a one-time basis (3 pts)

| 0 points | 1 point | 2 points | 3 points |
|--|--|--|--|
| The club room would not affect the association’s need for facilities rented on a one-time basis. | The club room would remove some association activities from facilities rented on a one-time basis. | The club room would significantly reduce the need for AYY’s facilities rented on a one-time basis. | The club room would remove regular, for example weekly, activities from AYY’s facilities rented on a one-time basis. |

2.3.3. Expansion of association activities (2pts)

| 0 points | 1 point | 2 points |
|---|---|---|
| The club room has no impact on the expansion of association activities. | The club room would allow some new features of the association. | The club room plays an important role in the expansion of association activities. |

3. Storage facilities (14pts)

3.1. Current storage facilities of the association (4pts)

| 0 points | 2 points | 4 points |
|---|--|---|
| The association has rented fairly good facilities from AYY or elsewhere in Otaniemi, or the need for additional space is not justified. | The association has rented a club room from Otaniemi but the association is unable to operate sustainably due to financial or other reasons. | The association has no facilities in Otaniemi or the association will give up facilities rented from AYY. |

3.2. Number of activities (2pts)

| 0 points | 1 point | 2 points |
|--|---|---|
| Association activities are minimal, e.g., monthly or seasonal. | Association activities are regular, e.g., weekly. | Association activities are continuous, nearly daily activities. |

3.3. Benefit from storage facilities (4pts)

| 0 points | 2 points | 4 points |
|--|---|---|
| The storage facilities hardly affect the current activities. | The association has some items, the storage of which would ease association activities. | The association already has plenty of items in active use, and their storage in AYY's facilities would significantly ease association activities. |

3.4. Impact of storage facilities on the development of association activities (2pts)

| 0 points | 1 point | 2 points |
|---|--|---|
| The storage facilities do not enable new activities of the association. | The storage facilities help to develop association activities. | The development of association activities requires certain items but their acquisition is not profitable without designated storage facilities. |

3.5. What type of items are stored in the facilities? (2p)

| 0 points | 2 points |
|--|---|
| Items stored in the facilities are not essential for continuous activities of the association. | The items stored in the facilities are essential in terms of core activities and extensively used by the association. |