

### **IMPERIAL COLLEGE SOUP RUN – CAG CONTINGENCY CLAIM**

This claim has been approved by CAG, but unfortunately CAG was not awarded any money at all for contingency during last year's budgeting session. Therefore we request that the amount of £250 is covered by CSB contingency. Please find below the details of the claim.

The Soup Run has two main costs: the cost of hiring a minibus each week to transport our food and volunteers to the hand-out location, and the cost of tea bags, coffee granules, sugar, powdered milk, paper cups and drinking chocolate which we use to prepare the hot drinks to hand out to the homeless. We found that the budget allocated to the Soup Run this year was very low to cover our regular costs, which include both mentioned above. Fortunately, the issues we had relating to the minibus hire have been solved by the Union offering to charge us for 9-seater regardless the type of vehicle allocated. However, due to unforeseen circumstances, we have run out of money to pay for the drinks items which we need in order to keep running the club. We are requesting a grant of £250 so that we can keep the club going until the end of the year without having to cease providing drinks to the homeless, which is one of the main purposes of our society.

During the year we were receiving donations from people outside the club due to the amount of quality left-over bread that we receive, mainly from the bakery PAUL. Students and friends of club members would donate small sums of money, sometimes taking some of the goods we had left over. This source of finance helped us to pay for the ingredients for the drinks. However, as PAUL has now stopped supporting us, alongside some other shops from which we once collected food, we no longer receive any donations. Although we are now starting to find alternative food suppliers, they do not provide us with the type and quantity of items which we once enjoyed. This means that our resources are heavily reduced compared to earlier this year and previous years. This could not have been anticipated, as in the past we have always had good relationships with our suppliers. Their reasons for ceasing their collaboration with us were to do with new management taking over, and despite prolonged discussions they have repeatedly refused to give us their waste food any more.

Furthermore, a large amount of the donations that we had collected earlier have been spent on buying a new (second-hand) urn for around £50 in order to replace an older one which was no longer fit for use. We had not expected to need a replacement urn during this academic year since we had to purchase one last year too, and despite asking for it, did not received any equipment budget for this year. Hence our SGI had to be used for this.

During the winter we have also seen a higher-than-usual turnout and this has consumed much of the supplies which we had saved up, and also suggests that the turnout levels for summer could be even higher than previously predicted. We are asking for £250 which will allow us to continue our activities until the end of the year. We are considering fundraising alongside this, but anticipate that this will be more difficult during the summer months, due to exam preparation etc. and also the large amount of time already committed by members (~6 hours each week) for the regular activities of collecting and handing out the food and drinks.

**Due to all of the above reasons which could not have been foreseen, the Soup Run will not be able to continue their activities without additional funding. Therefore we request that the shortfall of £250 is covered by the CSB contingency pot.**