

FAM for Dumber Dummies

Regulations 2025 - 2028

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**SPORTS
UMBRELLA
TWENTE**

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Introduction

This guide is meant to show you how to work with the FAM sheet and how the regulations work. This means that you cannot derive any rights or interpretation of the regulations from the FAM for Dumber Dummies manual. If you want to read the full regulations they can be found on the [SUT website](#). (The password is: sports@UT2024). As always if you have any questions please reach out to your sector representative.

The FAM or Facility Allocation Model is the UT's way of allocating resources to sports associations. The idea of the FAM is to provide stability to the sports associations by ensuring that they receive adequate subsidies for instruction, accommodation, and materials. All of this is calculated and communicated by the FAM Sheets which can be found on the [SUT website](#).

The FAM is usually written every 4 years, however the upcoming cycle will last 3 years. At the beginning of each cycle, associations are responsible for submitting applications. The applications need to cover the 3 categories. These are instruction, accommodation and materials.

FAM Regulations for Dummies

Membership and Association Fees

Joining the FAM can only be done at the beginning of a new FAM cycle. In order to join the FAM associations must have at least 20 members. All members must have a Union Card and pay the association fee. Unlike past years, the association fee will be paid through the associations instead of through the Sports and Culture website. The association fee will be invoiced once a year along with the rest of an association's contributions. This will likely take place in June but may vary depending on that year's specific circumstances. The total association fee an association must pay will be based on the January member count of the previous year. It is up to the associations to decide how they want to divide the total costs among regular members, external members and half-year members.

The FAM deficit will also be split among the associations. This will be done on the basis of each association's subsidy volume. Effectively, more expensive associations will need to cover more of the deficit. The deficit will be calculated before the start of the academic year by the SUT. The extra cost will be added as a correction to the association fee. The corrected association fee can be found in the contribution summary of each association's FAM sheet.

175% rule

The 175% rule states that no association may receive more than 175% of the average subsidy total per person. This is the total amount of subsidy received by an association divided between its member count in the FAM sheet. This is also indicated in the FAM sheet in the "Data" tab.

Instruction

Instruction is the first element of the FAM. The FAM covers instruction for all sports associations. This is done with 3 types of instructors, RTs (recreational/student trainers), PTs (Professional trainers) and PT-Vs (Professional trainer volunteers)

RTs are usually students who are experienced in the sport and would like to coach. They are compensated with a refund on their Union Card or half of their campus card for reaching 30 hours of instruction in the academic year. The other perks afforded to RTs include an injury prevention course. RTs can also receive an external trainer course. These are only given on when an RT needs it for safety reasons or if it is needed for instruction in their specific domain. The SUT is responsible for either approving or denying these requests.

The second type of trainer is a PT-V. PT-Vs are similar to RTs but have received some level of training or certification in coaching your sport. PT-Vs are compensated with volunteer pay for preparation time and time spent coaching.

The final types of instructors are PTs, PT-ZZPs and PT-Externs. They are usually employees of the sports center and are paid an hourly rate that is stipulated in their individual contract. The difference between a PT, PT-ZZP, and PT-Externs is the type of contract they have with the sports center. PTs are only given to an association for their performance training or on the basis that they are a dangerous sport.

For PTs, PT-ZZPs, and PT-Externs, the association pays a contribution of 500 euros per weekly training moment that is given by a PT. In order to determine the association's instruction contribution you need to divide the PT's total weekly hours and divide them by 1.5. This is the number of 500 euro contributions an association needs to make for that PT. So if a PT gives 3 hours of training every week, the association will need to contribute 1000€. Additionally, if a PT's hourly rate deviates significantly from 50 per hour, the PT contribution can be scaled accordingly with agreement from the SUT and Sports Center.

Accommodation

Accommodation is how training locations are subsidized. Most accommodation is on campus, this consists of the sports center and outdoor sports facilities around campus. On-campus or internal accommodation is acquired through the campus buy-off which allows sports associations to train between 18:00 and 00:00 on weekdays. Regular competition can also use the campus buy-off in consultation with the sports center.

In cases where an association cannot be accommodated on campus they can make use of external accommodation. This type of accommodation is only available when the university cannot host training. From the start of the 2025-2026 academic year there will be a cap of 230€ per person. This means that the FAM will pay for external accommodation up to 230€ per person in an association's member count.

Materials

Material subsidies are subject to the following requirements

- The material is owned by the association;
- The material can be used by several members during its lifetime;
- The material is required to offer (bi)weekly training at a recreational level.

If an association's materials meet these requirements they are eligible for material subsidy. Material plans are calculated at the beginning of each FAM cycle. These plans are approved by the sports center, who may consult the SUT on their decision.


The material subsidy is partial, meaning that the FAM only covers part of an association's material costs. The amount of material subsidy is determined on a per person basis using the previous year's January member count. The first 10€ per person is covered by the association. After that the FAM will cover 80% of the material costs up to 100€ per person. If an association does not train weekly throughout the year the FAM only covers 50% of that cost.

FAM Sheet for Dummies

D.S.S.V Eenhoorns

This guide will use a hypothetical association to run you through the basics of the FAM regulations and the FAM sheet.

D.S.S.V. Eenhoorns is an association that plays squash. They are a Student Union participant, so members pay for a Union Card/Campus Card and pay the association fee. D.S.S.V. Eenhoorns consists of 50 members as of last year's January member count. Some of their members compete on a high level and some that just like to play squash recreationally.

		DSSV Eenhoorns	
1			
2	Name representative:	Sutty the Unicorn	Representative 25/26:
3	Sector:	6	Application date:
4	Approved:		
5	Blue = To be filled in by the SUT		
6			
7	# Members:	50	Remarks:
8	Estimated contribution/year:	€ 1.600.00	Based on January 2025 counting in DMS
9	Weekly training and Physical activities	yes	
10	Number of Training Groups	2	
11	Total Members in Groups	40	
12	StOF type of sport	individual	

The first part of the FAM sheet has information about the association. This includes your SUT sector representative, association representative, and your SUT sector number. Sectors are

created for the SUT to manage the (as of writing) 38 sports associations. If you have any questions please contact your sector representative because they'll be most familiar with the details of your association.

The bottom left box in the screenshot shows your association's member count, contribution per year, and some more information for the StOf division. Your association's member count is determined by the January member count of the previous year. For example, DSSV Eenhoorns had 50 members as of January 2025, so all of their FAM calculations for the academic year 2025-26 are made with 50 as their member count.

The estimated contribution shows an estimate of how much your association needs to pay back to the Sports Center. This contribution is made up of a number of things, but in the case of DSSV Eenhoorns they need to pay a portion of their materials, contribute for their PT and pay for their portion of the deficit which is listed as "Association Fee" in the sheet. Under own contributions the association fee listed is combined from a number of fees. Firstly the association's baseline association fee is taken as 45 euros per member in their January count. Then the association's portion of a deficit is added to their association fee. This can be seen as the "Association Fee Correction" column of the data tab. The total result is shown in the association fee tab. This total is up for association to divide. Eenhoorns may choose to divide it evenly in their contributions or charge different contributions for differing membership types.

14	Instruction Summary						Accommodation Summary		
15		Performance training	Performance coaching	Dangerous	Recreational	Mentorship		Internal	External
16	PT	151.2	0	0	0	0	Hours	78	
17	PT-V	0	0	0	0	0	Costs	€ 7.800.00	€
18	PT-ZZP	0	0	0	0	0	Financed		€
19	RT	0	0	0	126	0			
20	Extern	0	0	0	0	0			
21	PT-ZZP Costs	€ -	€ -	€ -	€ -	€ -			
22	Extern Costs	€ -	€ -	€ -	€ -	€ -			
23	Mentorship Costs								
24	External Trainer Course Costs				€ 750.00				
25									

13	Accommodation Summary				Material Summary		Own Contributions	
14		Internal	External	Total	Financed			
15	0 Hours	78	96	€ 1.000.00	€ 400.00	Performance Training	€ 1.000.00	
16	0 Costs	€ 7.800.00	€ 3.840.00			Recreational Training	€ -	
17	0					Material	€ 600.00	
18	0					Accommodation	€ -	
19	0 Financed		€ 3.840.00			Association fee	€ 3.750.00	
20	0							
21	-					Total	€ 1.600.00	
22	-							
23	-							

The tables under that box give a breakdown of your associations instruction, accommodation and materials. Instruction shows the total number of hours that are done by the association's instructors. The accommodation tab shows the accommodation hours and costs. In the case that an association is over the external accommodation cap, the amount financed is also shown. The material summary shows the total cost of materials and how much is financed by the FAM. The final tab shows the breakdown of the association's contribution to the FAM. It also shows an estimated association fee.

Training Groups

Training groups are subdivisions of the association that train differently based on a number of factors such as availability of space and level of training given. In the case of the Eenhoorns,

they have two training groups. One for their recreational training and another for their performance training. Associations must submit a performance plan to the SUT at the beginning of every FAM cycle. Details about what needs to be in a performance plan can be found in the regulations.

35	Training groups							
36	Group	Group size	Trainings per week	Weeks per year	Type of trainer	(Expected) Level	Remarks/clarification	General
37	Recreational	35	2	42	RT	All		
38	Competative	15		42	PT	Advance		
39								
40								
41								
42								
43	Performance Groups (Copy from Performance Plan)							
44	Group	Group size	Who	Type of Trainer	Training per week	Hours per week	Coaching?	Remarks/clarification
45	Competative	15	Sutty the Unicorn	PT	2.0	3.0	no	
46								
47								
48								
49								
50								
51								

Another important note for training groups is that all training groups need to be listed in the first box. Performance groups need to be listed in both the Training Groups box and the Performance Groups box. Additionally if your association does not use training groups, you need to list 1 training group with all of your members in it.

Instruction

52	Instruction							
53	Training group	Type of training	# Weeks	# Times/week	Total hours/week	Total hours	Name of trainer	Type of trainer
54	Recreational	Recreational	42	2	3	126	Student	RT
55	Competative	Performance training	42	2	3	126	Sutty the Unicorn	PT
56								
57	External Trainer Course	External Trainer Course						
58								
59								
60								
61								
62								
63								
64								
65								
66								
67								

As seen in their FAM sheet, the Eenhoorns have 2 trainers. One is a student RT and the other is a PT for their performance group. Both their RT and PT do 126 hours of instruction in a year. The RT's hours can be spread across multiple students. All RT hours need to be reported to the sports center. The hourly rate for the RT is not listed as they are not compensated by hourly pay. The PT has an hourly rate of 50€ per hour. Their contract may deviate from this rate, however, the 50€ per hour is used to calculate the FAM.

Additionally, RTs are eligible for external trainer courses. So if the Eenhoorns RT wanted to receive certification in training the association may apply for this via the SUT. In the sheet this is listed as an external trainer course with the total cost in the hourly rate column.

For the Eenhoorns' PT, they need to contribute back into the FAM. This is done at the rate of 500€ per 1,5 hours of instruction per week. For the Eenhoorns, their PT gives 2 training sessions per week of 1 hour and 30 minutes. This means that they must pay 1000€ back into the FAM.

Accommodation

68										
69	Accommodation									
70	Training group	Location	Day	Duration [hours]	Weeks	Hours total	Priority	Hourly rate - unscaled	Total	
71	Recreational	SC1	Monday	1.5	42	63.00	4	€	60.00	
72	Recreational	SC1	Wednesday	1.5	10	15.00	3	€	60.00	
73	Recreational	External	Wednesday	1.5	32	48.00	3	€	40.00	
74	Performance	SC3	Tuesday	1.5	42	63.00	2	€	40.00	
75	Performance	SC3	Thursday	1.5	10	15.00	1	€	40.00	
76	Performance	External	Thursday	1.5	32	48.00	1	€	40.00	
77						0.00		-	-	
78						0.00		-	-	
79						0.00		-	-	
80						0.00		-	-	
81						0.00		-	-	
82						0.00		-	-	
83						0.00		-	-	
84						0.00		-	-	
85						0.00		-	-	
86						0.00		-	-	
87						0.00		-	-	
88						0.00		-	-	

In this hypothetical situation, the Eenhoorns usually train in the sports center. During the winter they receive external accommodation due to the sports center being too busy and not being able to accommodate their training moments. The total cost of the Eenhoorns' accommodation can be found in the data tab in the FAM. The Eenhoorns are below the external accommodation cap, using 96€ per person. If they were over the cap they would need to pay the excess back to the Sports Center.

One thing to note, internal accommodation prices are updated in the sheet automatically based on a price list. The hourly rate of external accommodation needs to be added to the sheet manually.

Materials

The final element of the FAM is materials. Materials that are covered in the FAM must meet certain requirements. These can be found in the regulations. Applications for materials occur at the beginning of each FAM cycle. The sports center is responsible for processing these applications. If a change is made to your material plan, it must be approved by the sports center.

89	Materials									
90	Item	Type (depreciation/maintenance)	Purchase / Running costs	Depreciation period	Amount	Costs per year	Remarks / Clarification	General remarks / clarification		
92	Squash Rackets	depreciation	€ 900.00	€ 4.00	30	€ 300.00				
93	Racket netting	maintenance	€ 1,400.00	€ 4.00	120	€ 350.00				
94	Squash Balls	depreciation	€ 1,400.00	€ 4.00	200	€ 350.00				
95			€ -			€ -				
96			€ -			€ -				
97			€ -			€ -				
98			€ -			€ -				
99			€ -			€ -				
100			€ -			€ -				
101			€ -			€ -				
102			€ -			€ -				
103			€ -			€ -				
104			€ -			€ -				
105			€ -			€ -				
106										

The Material plan from the Eenhoorns can be found above. In the regulations the FAM will cover 80% of the material costs between 10€ and 100€ per person. The Eenhoorns have 1000 euros of material costs per year (as shown in their FAM sheet). The first 10€ of material costs are paid for by the association. This means that the Eenhoorns need to pay the first 500€ of their materials. The remaining 500 euros falls within the subsidized range and is subsidized at an

80% rate. Meaning that in total the Eenhoorns receive 400€ in material subsidy. At the top of the FAM sheet you can see the amount of material financed.

		Material Summary	
Total		Financed	
5	€ 1.000.00	€	400.00

If your association does not have weekly training, the material plan remains the same, however the materials in the 10€ to 100€ range are subsidized at a 50% rate as opposed to 80%.

What you need to do!

Invoice deadlines and information is on the SUT website so be sure to check that so you don't miss a deadline! [FAM Deadlines](#)

PT-V Invoices

PT-V hours need to be invoiced every six months. The invoice must include the name of the trainer and the total number of hours they worked with the preparation time modifier (x1.4).

RT Hours

The SUT will ask for RT hours twice a year. When they do, add the trainer's name and how many hours of training they have done in that period. At the end of the year the SUT will check who is entitled to a Union card reimbursement.

External Accommodation

Associations with external accommodation must invoice their costs to the FAM themselves. The association is responsible for doing this in a timely manner.

Material

Material invoices are sent twice a year. The amount financed can be found in the FAM sheet.

External Trainer course

In order to request an external trainer course please contact your sector representative. Once approved external trainer courses are compensated at the end of year. So be sure to send the invoice before the deadline.

Glossary

This is a quick Glossary of some of the terms that you may hear when dealing with the FAM, SUT, or Sports Center.

Term	What	Explanation
FAM	Facility Allocation Model	The UT's sports subsidy model
SUT	Sports Umbrella Twente	The umbrella organisation for student sport associations at the University of Twente
SC	Sports Center	The Sports center. This is used to refer to the physical location as well as the sports coordinators.
SSA	Student Sports Associations	Student Sports Associations refers to the sports associations that are run by and for students.
RT	Recreational Trainer	Trainers for recreational level instruction, usually students who are experienced in the sport and would like to pass their knowledge onto others
PT / PT- ZZP / PT- External	Professional Trainer	Trainers that have some form of certification. The majority of the time PTs are employees of the Sports Center aside from PT-Externs who are part of an external accommodation.
PT-V	Professional Trainer Volunteer	PT-Vs have some form of certification but are employed by the association and are compensated with volunteer pay
External	External Accomodation	External is frequently used as shorthand for External Accomodation. This refers to sports facilities that are not in possession of

		the UT.
Internal	Internal Accommodation	<p>Internal is frequently used as shorthand for Internal Accommodation.</p> <p>Internal Accommodation refers to the sports facilities that are in possession of the UT.</p>
Depreciation	Material Depreciation	These are materials that depreciate overtime. The cost of that Depreciation is subsidized in the FAM.
Maintenance	Material Maintenance	These are Materials used for maintenance. They are also subsidized in the FAM.