

# South East Australian Naturalists' Association Inc

ABN 23 918 778 150 Incorporation No A0044963D

## Club Grant Guidelines

The guidelines were first adopted at the SEANA General Meeting held on 31<sup>st</sup> October 2004 and amended at the SEANA General Meeting held on 10 March 2007.

### Preamble

South East Australian Naturalists' Association has funds held in term deposit accounts. These funds were originally held by VFNCA and WVFNCA. It has been the policy of the Associations that these funds should be made available to affiliated field naturalist clubs to assist with club projects. Guidelines need to be developed so ensure a fair, open and transparent method is established to decide how these funds are distributed.

### Guidelines

1. Projects should be consistent with the statement of Purposes of South East Australian Naturalists' Association:
  - 1.1 To increase knowledge of, and encourage the preservation and protection of the natural environment.
  - 1.2 To foster and conduct regional activities which further the appreciation and study of natural history.
  - 1.3 To support and promote conservation issues, advocating well-researched strategies.
  - 1.4 To be acknowledged as a responsible voice on environmental matters.
  - 1.5 To improve communication and stimulate cooperation between affiliated clubs.
  - 1.6 To encourage the establishment of new natural history clubs.
  - 1.7 To foster younger members in all natural history clubs.
  - 1.8 To support other natural history organizations with similar objectives to the Association.
  - 1.9 To provide and disseminate natural environment information, at whatever level required, in pursuit of the above items.
2. The amount available for grants must not exceed the interest earned annually. It may be appropriate to exceed this amount if the average sum of grants over a period of years does not exceed the average annual interest.
3. Applicants must be financial members of South East Australian Naturalists' Association for the previous 12 months.
4. Applicants should check for alternative funding from government and other sources.
5. Written applications setting out the nature of the project, project budget, contributions of money and/or in kind support from all sources, funds sought as a grant and/or loan from South East Australian Naturalists' Association, proposed program for loan repayment and any other relevant details should be sent to the secretary of South East Australian Naturalists' Association.
6. Projects involving works on private property of third parties will not be funded.
7. Where financial assistance is requested for a project that will return an income (for example when publishing a book for sale) then an interest free loan rather than a grant will generally be approved.
8. Rules for repayment of loans:
  - 8.1 Repayments are made progressively as income from the project accrues.
  - 8.2 Repayments must be completed within 5 years of the granting of the loan or as agreed to by the committee and applicant Club.
9. All applications will first be considered by South East Australian Naturalists' Association committee. For grants/loans exceeding \$1000 the Committee will make a recommendation to the next general meeting of South East Australian Naturalists' Association.
10. Clubs making requests for financial assistance must have a club member attending a SEANA general meeting to support their application and to clarify any matters that are raised at the meeting.