

A. PURPOSE FOR WHICH GRANT IS REQUESTED

Duration of proposed activity:	From	To	Amount \$
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Please summarise the reason for your application, including main features of itinerary and/or major events to be attended. Outline what you believe will be the benefit to you and, in turn, to the Society and its members. (No more than 2 A4 pages)

B. DETAILS OF THE PROPOSAL

Total Grant applied for: \$

Major components of this total (eg. conference fees, travel expenses, accommodation):

Does the proposal relate to a group or individual activity?

If group, indicate Group/Organisation involved:

Have you received or are you applying for other financial assistance in relation to this proposal? (Please circle)

Yes

No

If YES, please provide details, including an indication of deadlines if other applications are being submitted

Other comments in support of your application (e.g., length of membership, participation in Society activities)

C. PERSONAL DETAILS

Surname:	Given names:	
Postal address:		
Occupation:		
Phone (b/h):	Phone (a/h)	Fax:
Email address:		

Major interest in Grassland Agriculture?
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<p>Declaration: I,hereby apply for a GSNSW Travel Grant for the calendar year.....for the purpose detailed above. I confirm that the information provided is correct and that I have read, understood and agree to abide by the Society's By-laws in relation to Travel Grants.</p>
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SOCIETY BY-LAWS GOVERNING FINANCIAL TRAVEL GRANTS TO MEMBERS

- 1.** The Society may, on an annual basis, allocate a sum of money to provide grants to encourage and assist members to attend conferences, other than those conducted by the Society, or for any other purpose that the Society may determine.
- 2.** Grants will be subject to these by-laws or any amendments thereto. The Society's travel grant "year" shall be the calendar year.
- 3.** The amount allocated annually and for what purpose will be determined by the State Management Committee and announced at the Annual General Meeting of the Society. Details and Application Forms will be published in the first Newsletter thereafter and on the Society's website.
- 4.** Money not expended in any one year will NOT automatically be carried over to the following year.
- 5.** Grants will only be made to financial members with at least two years of continuous membership prior to the date of application.
- 6.** A maximum of two grants will be made to any one individual, or any one family or farm unit. Members may not apply for travel grants in consecutive years.
- 7.** Current members of the State Management Committee shall not be eligible to apply for and receive a grant during their term of office.
- 8.** Retrospective grants will not be considered and grants are not transferable.
- 9.** Application will only be considered if made on the Society's Grants Application Form and if lodged by the November meeting of the State Management Committee, in the year preceding that for which the travel grant is sought.
- 10.** Decisions regarding successful applications will be made at the State Management Committee meeting in the November of the year preceding the uptake of the grant.
- 11.** Applications for grants will be acknowledged upon receipt and a decision notified to applicants not later than 31 January, following the State Management Committee's deliberations at the November meeting.
- 12.** Applications will be considered on their relative merits. Approval or otherwise will be made by the State Management Committee on the recommendation of its Grants Sub-Committee. The Committee's decision will be final.
- 13.** Travel grants will be forfeited if not taken in the year for which they are granted, unless the grant holder can demonstrate to the State Management Committee that the delay in using the grant was beyond the grant holder's control. Grants may only be used for the purpose for which they were granted.
- 14.** Grants will be paid by way of reimbursement after attendance at an event on receipted actual expenditure. However, at the discretion of the management Committee, grants may be paid in advance if so required to pay conference or airfare expenses. Such payment in advance may be made direct to travel grant recipients, or direct to conference organizers or an airline, as circumstances dictate.
- 15.** Within two months of the completion of the purpose of the grant recipients will be required to submit a written report to the Society and if requested will be expected to make themselves available for a period of one year, to assist in the promotion of the Society, its aims and objectives. Such assistance will be of a practical nature (eg. oral presentations) and by mutual agreement.