Policy 106

FINANCIAL ASSISTANCE POLICY

Authority	Content
Clauses 3 *Handweavers, Spinners and Dyers Guild of Tasmania Inc. Constitution of 2021* *Committee Approval: August 2023* *Committee Review and Tabled at AGM 23 March 2024* *Committee Reviewed and Tabled at AGM 13 March 2027*	**Introduction** The Handweavers, Spinners and Dyers Guild of Tasmania Inc. maintains a Financial Assistance Fund to enable members to attend an event that they could not otherwise afford. The aim of this Fund is: • To provide financial assistance to a member in order that they might meet the cost of participating in a workshop, seminar, course or lecture that is related to the objects and purposes of Association as per Clause 3 of the constitution. **Benefits** • Successful applicants gain access to information and skills. • This Fund works towards creating equity of access to relevant events for all Guild members. **Eligibility** Applicants to be: • a financial member of the Guild, • attending an event that aligns with the objects and purposes of Association, and • agree to write a report or article for publication in *Island Yarns* within six months following the event for which financial assistance is granted. **Process of approval** • The Guild Committee considers all applications for assistance under this policy. • Applications must be submitted in writing in accordance with the information provided on the Guild website. Applications must be sent to the Secretary, Handweavers, Spinners and Dyers Guild of Tasmania Inc., PO Box 163, Battery Point, TAS 7004 or secretary@hwsdguildtasmania.org • The Committee can request further information at any time while the application is being considered. **Maximum benefit available** The maximum amount of any one grant to an applicant is $500.00 per member, per calendar year

Approved by: Sue Hastie (President) _____

Date: 12 November 2026

Review Date: November 2028

Application for support under the Financial Assistance Policy

The Handweavers, Spinners and Dyers Guild of Tasmania Inc. (the Guild) maintains a Financial Assistance Fund which is available to assist members in line with the aims of the Guild. Namely, to bring together everyone who practices textile and fibre crafts for their mutual benefit, for the advancement of their crafts and discussions, demonstrations and exhibitions.

The aims of the Financial Assistance Fund are to provide financial assistance to any member to contribute to the costs of attendance and participation in a relevant event (i.e. a workshop, seminar, course or lecture related to the aims of the HWSD Guild of Tasmania Inc (the Guild)).

The relevant event for which the funds are being sought will typically be within Tasmania.

Note: If you are seeking financial assistance to attend an interstate or international event or to bring a non-Tasmanian tutor to visit the State, please refer to the ***Bursary Fund Policy and application form.***

The Financial Assistance Fund will be divided amongst eligible applicants at the discretion of the Guild Committee. Funding will generally be provided for 50% of the costs associated with the relevant event for which the funds are being sought. The maximum amount of any one grant to an applicant is $500.00.

A call for applications will be made in October for events occurring in the first half of the following calendar year and in March for events occurring in the second half of that year.

Eligibility requirements

To be eligible for consideration applicants must meet the following eligibility requirements:

- Be a financial member of the Guild,
- The proposed event aligns with the objectives and purposes of Guild, and
- Be willing to write and submit a report or article for publication in *Island Yarns* within six months following the activity for which the bursary is granted.

How to apply

Applications must be submitted in writing on the Application Form at least 4 weeks before the commencement of the event for which the funds are being sought. Applications should provide full details together with copies of any relevant supporting materials.

Applications should be sent to the Secretary, Handweavers, Spinners and Dyers Guild of Tasmania Inc., PO Box 163, Battery Point, TAS 7004 or via email to secretary@hwsdguildtasmania.org and the president@hwsdguildtasmania.org

The Guild Executive will consider all applications and make recommendations to the Guild Committee. Applications will be de-identified prior to consideration by the full committee.

Financial assistance application form

Please ensure you have reviewed the Financial Assistance Policy prior to completing this application form.

The aims of the Financial Assistance Fund are to provide financial assistance to any member to contribute to the costs of attendance and participation in a relevant event held within in Tasmania (i.e. a workshop, seminar, course or lecture related to the aims of the HWSD Guild of Tasmania Inc.)

Note: If you are seeking financial assistance to attend an interstate or international event or to bring a non-Tasmanian tutor to visit the State, please refer to the ***Bursary Fund Policy and application form.***

Name:_____

Guild membership number:_____

Amount requested:_____

Information about the event:

Event Name_____

Location_____

Dates_____

Organiser_____

Please attach additional information about the event including any promotional materials

In submitting this application, I confirm that I meet the following eligibility requirements:

- ☐ I am a financial member of the Guild.
- ☐ The proposed event aligns with the objectives and purposes of Guild.
- ☐ I agree to write and submit a report or article for publication in *Island Yarns* within six months following the activity for which the bursary is granted.
- ☐ I understand that the Committee can request further information at any time while this application is being considered.

Signature of applicant:_____**Date:** _____