



Strong foundations. Stronger organisations.

*Foundations of Directorship
for Indigenous Organisations*

NT Government/ AICD Not-for-Profit Scholarship Application Form

The Australian Institute of Company Directors (AICD) and the Northern Territory Government through the Department of Trade Business and Innovation are together offering 15 fully-funded scholarship opportunities to make a positive impact on the local community through governance education and director development.

These fully-funded scholarships are for emerging and experienced directors and leaders of Not-for-Profit Indigenous organisations in the Northern Territory to attend 3-day *Foundations of Directorship* for Indigenous Organisations.

This program, run by AICD, is designed to give participants a better understanding of performance related roles and responsibilities for directors, specifically in the areas of governance, risk, financial performance and strategy.

Selection criteria

Please note the following:

- Applicants must be directors or senior managers of a Northern Territory based not-for-profit Indigenous organisation.
- The scholarship covers 100% of attendance and materials for *Foundations of Directorship* held in Darwin 25 to 27 June, 2019
- Travel costs are not included
- Applications will remain open until all places are filled
- Representatives from Department Trade Business and Innovation and AICD will review applications on the 7 and 17 June, 2019.

Course overview

Foundations of Directorship program for Indigenous organisations focuses on addressing the specific needs of Indigenous organisations.

This program is designed for managers, leaders and directors of Not-for-profit Indigenous organisations based in the Northern Territory.

The program will be delivered over three days, covering:

1. Governance for Directors

- The role of the Director and the Board
- Introduction to Board Meetings and Governance

2. Finance for Directors

- Introduction to Financial Statements for Directors
- Assessing Financial Performance for Directors

3. Strategy and Risk for Directors

- Introduction to the Strategic Role of the Director
- Risk: Issues for Directors

Learning objectives

Upon completion of this program, participants should be able to:

- Identify exactly what directors do and discuss how they add value to the organisation
- Outline the legal roles and responsibilities of a director
- Describe the procedures and processes that help achieve good governance
- Explain how to read and interpret financial statements
- Discuss how the board contributes to strategic planning
- Examine your own personal risk appetite and explain how this relates to your role as a director.

How is the program delivery?

Participants will benefit from a series of short activities, interactive case studies based on Indigenous organisations and facilitated discussions driven by participant experiences. The program is delivered by facilitators whom have broad experiences working with Indigenous organisations and boards.

Participants will also have the option to complete the program assessment task. Those who successfully complete the assessment will be awarded the Foundations of Directorship Certificate.

Applicant details

Personal details

Mr / Mrs / Ms / Miss / Dr / Other: _____

First name: _____

Surname: _____

Gender: Male Female Other

Contact number: _____

Email: _____

Education:

Still in school Secondary qualifications

Tertiary qualifications None

Please indicate if you are:

Aboriginal/Torres Strait Islander

Culturally diverse background

OR

Have special needs/require assistance
(representative will call to discuss further)

Age:

18-34 35-44 45-54

55-64 65-74 75 or over

Organisation name: _____

Organisation Type:

Company Limited by Guarantee

Incorporated Association

No-trading co-operative

Indigenous corporation

Company turnover:

Less than \$1 million

Between \$1-\$5million

Over \$5 million

Position:

Senior Leader or Manager

Board chair

Non-executive Director

Independent Director

Observer

Governance/Board support role

1. Comment on your broader role in the community/NFP sector including other roles you have, awards received etc. (max 200 words).

2. Briefly describe why, without such a scholarship, you would not be able to attend such training. (max 200 words).

3. Briefly describe, the benefits you believe you would receive as an individual in undertaking such training. This may include how you hope to benefit or utilise the governance knowledge gained, your career and or board aspirations. (max 200 words).

4. Briefly describe the benefits that your organisation or broader community would receive by you undertaking such training. (max 200 words).

Submission of Applications:		Further enquiries
Email: nt-nfpscholarships@aicd.com.au	Post: Australian Institute of Company Directors GPO Box 467 Darwin NT 0801	Terri-ann Maney Australian Institute of Company Directors NT Members & Directors Manager e: tmaney@aicd.com.au
Subject Line: NTG AICD NFP Scholarships		

Terms and conditions

1. Introduction

By submitting your application for the scholarship outlined on this form (the Scholarship), you are deemed to have accepted these Terms and Conditions.

2. Scholarship Details

- 2.1 AICD may from time to time offer Scholarships as outlined to eligible applicants.
- 2.2 AICD reserves the right to substitute or vary any aspect of the Scholarship in its sole discretion.
- 2.3 The Scholarship is not transferable or exchangeable for other AICD products or services, and cannot be redeemed for cash nor redeemed with any other scholarship or offer provided by the AICD.
- 2.4 The Scholarship is forfeited if the successful applicant does not attend the course on the advised dates.
- 2.5 Unless specified otherwise on this form, the Scholarship does not cover travel expenses, accommodation, visas, meals or allowances.

3. Eligibility Criteria

- 3.1 Has not been disqualified from being a director of a corporation or its equivalent; and
 - 3.1.1 Has not been disqualified from being a director of a corporation or its equivalent; and
 - 3.1.2 Is able to provide supporting documentation in respect of any responses submitted on their Application Form, and/or any verification required by the AICD in respect of their application.

4. Application Submission

- 4.1 A committee, comprised of NT Govt representative and AICD representative will consider the Scholarship's applications.
- 4.2 The Selection Committee may in its absolute discretion decide not to grant any of the Scholarships if it considers that there are no applicants or not enough applicants who satisfy the selection criteria. The decision of the Selection Committee is final and no correspondence will be entered into. Scholarships will be granted following any verification of the application that AICD's requires at its sole discretion.

5. Selection Process

- 5.1 Subject to meeting the Selection and Eligibility Criteria, all applications will be reviewed and considered by the selection committee. Selection committee members will refrain from assessing any applications where there is a conflict of interest.
- 5.2 The selection committee may in its absolute discretion decide not to grant any of the Scholarships if it considers that there are no applicants or not enough applicants who satisfy the Selection and Eligibility Criteria.
- 5.3 Any decision of the selection committee is final.
- 5.4 Where multiple Scholarships are available, applicants who have applied for the Scholarship in more than one (1) course location will be reviewed and assessed against other applicants who have applied for the respective course, and successful applicants will only be awarded one (1) Scholarship.

6. Outcome

- 6.1 Successful applicants will be notified via email within two (2) weeks after the closing date or any other such timeframe the selection committee advises.
- 6.2 Each successful Scholarship applicant ("Recipient") must:
 - 6.2.1 Comply with any AICD Policies and Procedures applicable to course participants as issued by the AICD from time to time;
 - 6.2.2 Satisfy himself or herself of any tax or visa consequences; and
 - 6.2.3 Comply with any additional requirements as described in the Scholarship offer.

7. Use of materials

- 7.1 Materials and content made available to Recipients as a course participant are subject to copyright and other rights owned by AICD or its licensors. All such material is protected by the Copyright Act 1968 (Cth) and other international copyright and intellectual property laws.
- 7.2 Course participants may only use the materials and content for their own private non-commercial use. No part of the materials and content covered by copyright should be copied, reproduced, modified, distributed, transmitted, or republished in any form or by any means without the written permission of the AICD.

8. Breach of Terms and Conditions

If a Recipient fails to comply with these Terms and Conditions, the AICD may in its sole discretion may require the Recipient to reimburse the AICD for any reasonable expenses in connection with the award of the Scholarship.

Privacy

By submitting this form, you acknowledge that you have read and understood the AICD Privacy Policy available at companydirectors.com.au/global/privacy and agree with and consent to the practices described in that Privacy Policy.

Consent and declaration

I hereby declare and certify that the information provided in this application is true and correct and that I am not aware of any circumstances which may affect my application other than those I have disclosed in writing as part of my application. I agree to Australian Institute of Company Directors making any enquiries it considers appropriate in relation to my application and using information obtained as a result of those enquiries and the information provided by me in considering my application. Those enquiries may include anything relevant to assess whether I am a fit and proper person, including relevant criminal history, information from public sources (including bankruptcy) and checks with people I have had dealings with in my current and previous roles. I understand that I may be asked to provide further information or consents in relation to those enquiries.

Signature:

Date:

We are unable to process this form without the declaration being signed and dated.