

# NT Government/AICD Not-for-Profit **scholarship** Application Form



## NT Government Not-for-Profit Scholarship Application Form

The Northern Territory Government have funded the 30 scholarships for Directors and Senior Managers of Not-for-profit organisations in the Northern Territory.

The Northern Territory Government are pleased to be working in partnership with AICD to make a positive impact on the local community through governance education, director development and advocacy.

These fully-funded scholarships are for attendance at AICD's one and a half day program, *Governance Foundations for Not-For-Profit Directors in Darwin and Alice Springs*.

The 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

- Applicants must be directors and senior managers of NFP organisations operating within the Northern Territory
- Full scholarships will be awarded to NFP directors and senior managers to attend 1.5 day Governance Foundations for NFP Directors in Darwin or Alice Springs.
- Preference given to NFP organisations who are engaged in delivering government funded programs, such as transitioning to NDIS, housing programs and local decision making
- Travel costs not included

### Applicant details

#### Personal details

Mr / Mrs / Ms / Miss / Dr / Other: \_\_\_\_\_

First name: \_\_\_\_\_

Middle name: \_\_\_\_\_

Surname: \_\_\_\_\_

Gender: Male  Female  Other

Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Age:

- 18-34  
 35-44  
 45-54  
 55-64  
 65-74  
 75 or over

Programs:

- 17 to 18 October 2017, Darwin  
 1 to 2 November 2017, Alice Springs  
 21 to 22 March 2018, Darwin

Position:

- Board chair  
 Non-executive director  
 Executive director/ CEO/ Manager  
 Audit committee  
 Risk committee finance committee  
 Nominations committee  
 Remuneration/HR committee  
 Sustainability committee  
 Other (please specify): \_\_\_\_\_

Organisation name: \_\_\_\_\_

Organisation type:

- Company Limited by Guarantee  
 Incorporated association  
 No-trading co-operative  
 Indigenous corporation

Turnover:

- Less than \$1 million  
 Between \$1 and \$5 million  
 Over \$5 million

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

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

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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).

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

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# Terms and conditions

## 1. Introduction

By submitting your application for the Scholarship, you are deemed to have accepted these terms and conditions.

## 2. Details of the Scholarship

2.1 AICD may from time to time offer Scholarships to eligible recipients, comprised of:

- Waiver of AICD's course fee;
- an e learning course and a publication

2.2 AICD reserves the right to substitute or vary any aspect of the Scholarship as determined solely by AICD.

2.3 The Scholarship is not transferable or exchangeable and cannot be taken as cash. The Scholarship cannot be redeemed with any other scholarship, course, product or services provided by AICD.

## 3. Eligibility

To be eligible to apply for the Scholarship, the applicant must at the time of application and if successful, during the Scholarship, be an individual who:

- Has the right to live and work in Australia;
- Was not disqualified from being a director of a corporation or its equivalent;
- Only one application per individual applicant will be accepted.
- Limited to one scholarship per organisation.

## 4. Selection Process

4.1 A committee, comprised of State Councillors for the relevant AICD division office 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. Eligibility

Each successful Scholarship applicant ("Recipient") must:

- Enrol and attend the FOD or short course and an e learning course within 12 months of accepting the offer of the Scholarship;
- Comply with AICD's policies and procedures as a participant of the FOD or Short Course.
- Satisfy himself or herself of any tax consequences;
- Comply with any additional requirements as described in AICD's letter offering you the Scholarship.

## 6. Submission of Applications

6.1 Applications should be submitted by email to [nfpcscholarships@aicd.com.au](mailto:nfpcscholarships@aicd.com.au) no later than Friday 22 September 2017. Any applications received after that deadline date will not be considered.

6.2 The information provided in the application must be true and accurate as at the time of submission.

6.3 Please refrain from contacting AICD regarding your application after lodgement. All successful and unsuccessful applicants will be notified of the outcome.

## 7. Breach of Terms and Conditions

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

## 8. AICD's Privacy Statement

You consent to AICD collecting, using and disclosing your personal and sensitive information as defined by the Privacy Act 1988 (Cth) for the purposes of us considering your application and if you are a Recipient, administering the Scholarship including but not limited to:

- Notifying you by email as to the outcome of your application;
- Providing a copy of your application and supporting documentation to all members of the relevant AICD division offices;
- Releasing your name and professional biography in media releases regarding the Scholarship (unless you instruct us otherwise);
- Contacting you from time-to-time via email, telephone or mail in relation to the Scholarship, opportunities and events related to the Scholarship;
- Maintaining your Scholarship record;
- For direct marketing to you by us, AICD's sponsors or third parties. If your Personal Information is disclosed for this purpose, you will be given the opportunity to opt-out of receiving those communications.

Without limiting these Terms and Conditions, your Personal Information will be handled in accordance with AICD's privacy policy'.

<http://aicd.companydirectors.com.au/global/privacy/complete-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.

## Privacy statement

We use the information in this application to assess your eligibility for the membership related application you are making and to otherwise manage your membership. When we collect information of a sensitive nature (such as criminal history, health information, referee or financial information) from you, we only use or disclose it to assess and process your application. We use date of birth to identify you in our records. Otherwise we use information in membership related applications (including date of birth) and records of your interactions with Company Directors to provide information and services aligned with your specific needs and to keep track of your Director Professional Development points. Corporations Law requires us to keep a register of members containing name and address and to disclose this information on request. Some of our contracted service providers are located in other countries including US, UK and Singapore. We take reasonable steps to ensure these service providers do not breach the Australian Privacy Principles (APPs). If you authorise Company Directors to contact your personal/ executive assistant, you must give them the details of this notice. If your assistant contacts us on your behalf we will ask them to identify themselves using the contact information you gave us. Unless you opt-out we publish a list of new members and other membership milestones (for example, graduation) in our Company Director Magazine. Unless you opt-out we will send you marketing communications with offers of benefit to you from Company Directors and selected partners (via letters, telephone and electronic communications such as email and SMS) until 12 months after you cease to be a member or your last interactions with us. Log into the Company Directors website to opt-out or contact Company Directors by phone or email. For more about our information handling practices including how you can ask for access to and correction of the personal information we hold about you and how to make a complaint see our privacy policy at [companydirectors.com.au/general/privacy-policy](http://companydirectors.com.au/general/privacy-policy)