

# 2017 MAAA CLUB ASSISTANCE SCHEME

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## Information to All Clubs

The MAAA recognises that for aeromodelling to continue in the future, the MAAA must invest in model aircraft flying sites and to this end provide money for direct assistance to clubs for the purpose of improving club facilities. Funds used for these projects will be taken from money earned as interest from MAAA Investment accounts. Allocation of the funds will be at the discretion of the Council through the Executive.

Strategically:

*“The MAAA will develop and implement procedures and funding strategies to assist in flying field purchase and development”.*

The Association rules, prevent the payment of money direct to members i.e. the Rules prevent the awarding of grants; legal advice confirms this however, the MAAA can provide money for club improvements on the condition the money is paid direct to the contractor providing the service.

The MAAA currently has three procedures through which funds are provided for Club development:

- Through the Lands Fund where money is used to purchase flying fields.
- Long term low interest loans to State Associations and clubs in excess of \$20,000 approved by the MAAA Council/Board of Directors.
- Short term, low interest loans up to \$20,000 for equipment authorised and approved by the MAAA Executive.

The Club assistance scheme is designed to complement this process.

## **Eligibility for Assistance**

To be eligible for a model aircraft club assistance package, the model aircraft club must satisfy the following criteria:

1. The Club must be a Model Aircraft Club Affiliated with the MAAA.
2. All members of the Club must be affiliate members of the MAAA.
3. The Club and all members must undertake to remain a member of the MAAA for at least 3 years
4. The Club must agree to repay the full amount disbursed if the above criterion is not fulfilled.

## **Application Process**

An application together with a complete Business Case is submitted through the relevant Ordinary Member/State Association. The application and business case must be endorsed by the State Association. Failure to submit the application through the

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State Association will result in a delay of the application being processed as the application will be sent back to the State Association for endorsement.

### **Business Case**

The complete Business Case will detail:

- The amount of funding required
- The purpose of the funding
- The person employed/contracted to supply the service
- The portion of money is the club prepared to invest in the project
- The extent to which the State Association is prepared to assist.
- Future plans for development of the club including plans for future funding and growth of membership.
- The number of members in the club.

### **State Association**

The State Association will review the application and business case for completeness and make recommendations. The State Association will also detail the extent to which it will assist.

### **Time Schedule**

February	MAAA will call for the submission of Applications and Business cases through the State Association during February each year
April	Applications Business case for development assistance to close the 1 <sup>st</sup> of April
April/May	Registrations reviewed by the MAAA Executive
May	Recommendations made to the MAAA Council Conference in May
July	Successful Applicants announced.
February	Successful clubs must submit a progress report to the MAAA Executive.

### **Selection Criteria**

- The selection process is a competitive process based on the merits of the application.
- Clubs who have been previously successful in obtaining a club assistance package will not be eligible for applying for further assistance for a period of three years. This will ensure all MAAA clubs have a chance of obtaining an assistance package.
- The total amount of assistance to clubs annually will not exceed the amount approved by the MAAA Council.

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## **Process and Accountability**

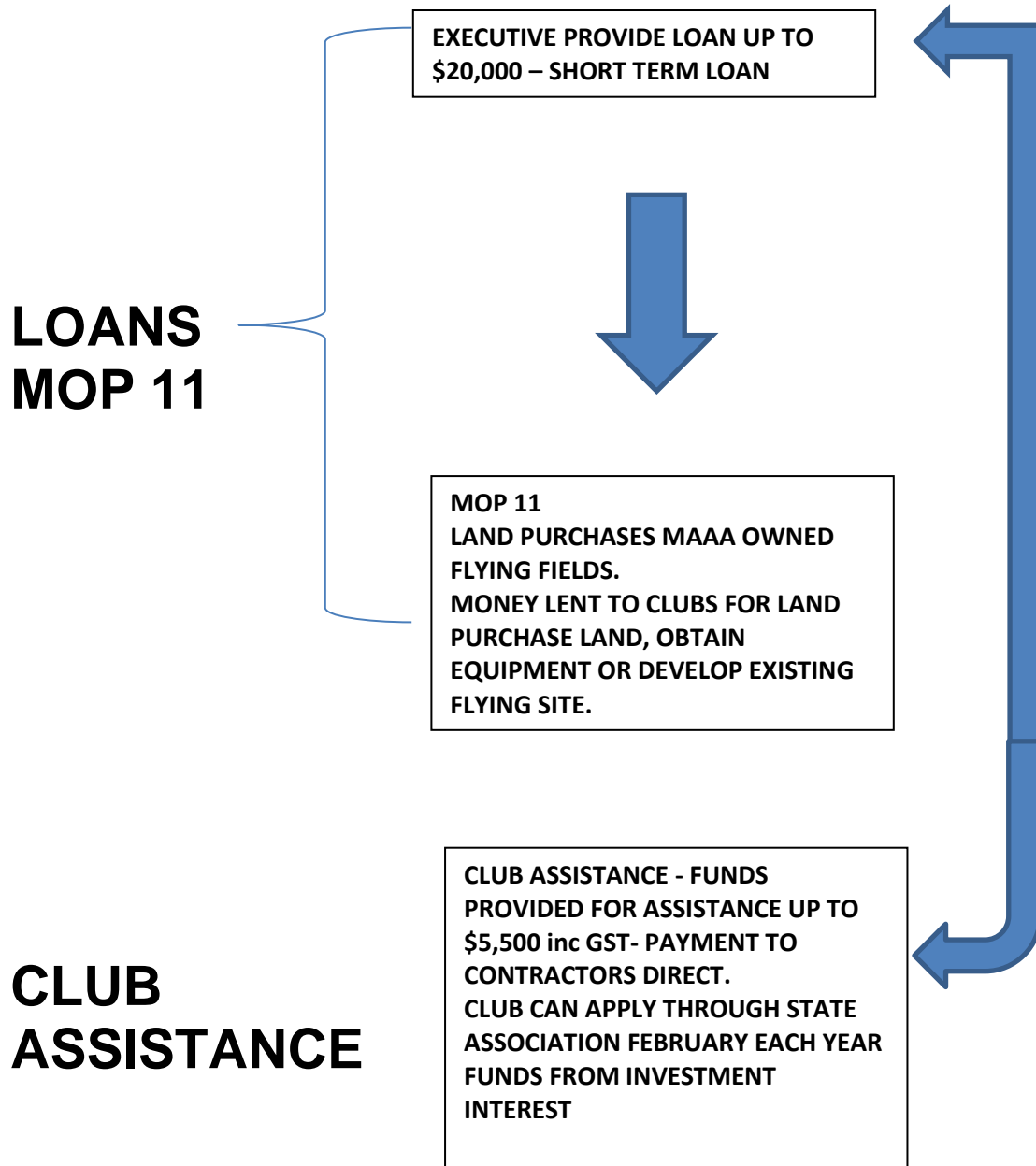
- Money allocated by the MAAA will be paid to the contractor on receipt of invoices made out to the MAAA, detailing the work done or materials supplied.
- Sample application, the business cases and the completion reports will be retained by the MAAA Secretary for examination by clubs who wish to make application for a club assistance package.
- A successful club must submit a report to the MAAA Secretary in the February following the receipt of the grant.
- The report must fully detail the outcome of the project and include photographs of the completed works.

## **Examples of possible funding projects**

The following are examples only and applications are not limited to these examples:

- Light Construction Projects – Club house building extensions, safety and/or security fencing, pilot boxes, set up or maintenance benches.
- Asset Purchases – Storage containers – lawn mowers – water tanks – irrigation systems – solar power – windsocks – first aid kits – trainer aircraft.
- Earthworks – Grading services – purchase of soil and road base – grass seed and fertilisers – plants and trees.
- Activities – Open days – advertisements – trophies and prizes – hire of portable facilities (Portaloos, Gazebos etc) – electricity generators – temporary seating and temporary shade structures.
- Administration – Club establishment costs – council development applications – acoustic engineering reports – environmental impact assessments.
- Emergency Assistance – Expenses faced by clubs which might require assistance as a result of flood, fire, disasters or criminal activities (breakins, vandalism, theft; which may not be covered under the MAAA Property Insurance).

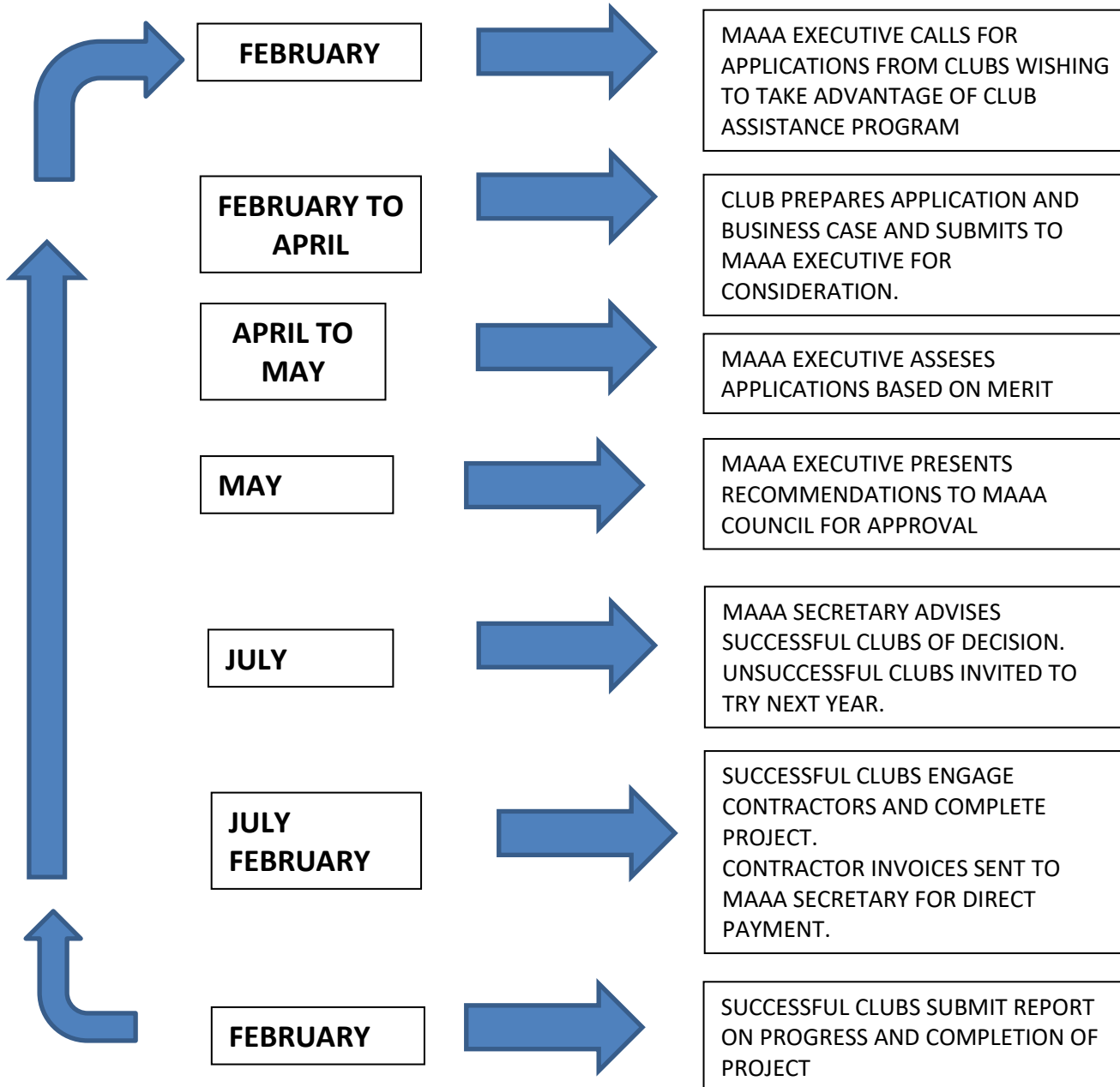
## CLUB ASSISTANCE - MOP 11 TYPES OF FUNDING



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## TIMING CHART



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## MAAA Development Assistance Scheme (minor works) Application Form

<b>Name of club:</b>	
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**Names of Club Executive:**

<b>President:</b>	
<b>Vice-president:</b>	
<b>Secretary:</b>	
<b>Treasurer:</b>	
<b>Public Officer:</b>	
<b>Ordinary committee:</b>	
<b>Ordinary committee:</b>	

**Brief statement of funding need/requirement:**

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*Please include separate documents if you haven't enough space here and/or you'd like to add attachments which you think substantiate your claim for funding.*

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Please attach copies of last two (2) years audited trading statements

**Budget:**

Item name/description	Qty	Cost (unit)	Cost (line)

**Source of funds:**

<b>Total estimated cost of project</b>	\$
<b>Club Contribution to project</b>	\$
<b>State Association Contribution to project</b>	\$
<b>Amount sought from MAAA for the project</b>	\$

**Field ownership (state who owns the field and what is the continuity of ownership):**

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## Club member numbers and registration trends over the past three years:

Current member total:	Last year's member total:	Previous year's member total:
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Is there a cap on membership numbers? Yes  No

If "Yes" above, please detail why there is a cap:

Tick which days of the week the flying field is available for member use

Monday:	<input type="checkbox"/>
Tuesday:	<input type="checkbox"/>
Wednesday:	<input type="checkbox"/>
Thursday:	<input type="checkbox"/>
Friday:	<input type="checkbox"/>
Saturday:	<input type="checkbox"/>
Sunday:	<input type="checkbox"/>

Do all club members have equal field access? Yes  No

Comment on the availability of member use above:

What arrangements are there for visitors?

Are all members of the club MAAA Affiliates? Yes  No

Does the club host Open Days? Yes  No

If "Yes" above, please list the years of previous Open Days and some details:



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What promotion/community involvement/marketing activities does the club engage in to attract new members?

Has the club been successful with previous DAS applications? Yes  No

If "Yes" above, please list the years of previous successful applications:

Has the club used its own funds for past development projects? Yes  No

If "Yes" above, please include details (*and attach corroborating evidence*):

Is any joint funding sought? Yes  No

If "Yes" above, please provide details of the amount and the funding body:

Signed Club President

Date

Signed Club Secretary

Date