



# Grassland Society of Southern Australia Inc

## GILBERT TIPPETT TRAVEL GRANT APPLICATION FORM

The Annual Gilbert Tippet Travel Grant is to assist members to attend local, interstate or overseas conferences or for study tours of practical or technical interest relating to grassland production and management.

Applications may only be submitted on this form. and must be received by 30th March. Forms can be emailed, faxed or posted to the following address.

Complete all details on the application form and forward to the:

**Grassland Society of Southern Australia Inc.**

**PO Box 1387**

**Echuca, Victoria, 3564**

**Email: office@grasslands.org.au**

**Facsimile: (03) 5480 3033**

*Guidelines for award of a travel grant* are on the last page of this application form and should be read prior to making an application.

For Further Information please contact the office on  
Telephone: (03) 5480 3305

Applicants Name	
-----------------	--

### OFFICE USE ONLY

Application received: ...../...../..... Approved: YES NO

Membership checked: ...../...../..... Amount: \$

Interview: YES NO Applicant advised: ...../...../.....

Interview arranged: ...../...../..... Applicant paid: ...../...../.....

.....a.m./p.m.

Applicant advised: ...../...../..... Signed: .....

President or Chairman, Grant Sub-Committee.

Committee advised: ...../...../.....

**PERSONAL DETAILS**

Please print your details clearly using capital letters.

Surname	
Given Names	
Postal Address	
	State <span style="float: right;">Postcode</span>
Telephone	Business Hours: ( ) After Hours: ( )
Fax	( )
Email	

**PURPOSE FOR WHICH GRANT IS REQUIRED**

Please summarise the reason for your application, including places of destination and/or major events to be attended. Outline what you believe will be the benefit to yourself and in turn, to the Society and its members.

Period involved in proposed activity: From ...../...../..... to ...../...../.....

.....

.....

.....

.....

.....

.....

.....

.....

Attach additional information or brochures if you consider it will support your application.

**DETAILS OF THE PROPOSAL**

Your total estimated costs: \$.....

Major components (estimate): Conference fees \$.....

Fares \$.....

Accommodation \$.....

Other major costs \$.....

..... \$.....

..... \$.....

Does the proposal relate to individual or group activity? (Tick one)

INDIVIDUAL

GROUP

If group, indicate Group/Organisation involved: .....

Are you in receipt of/or applying for other Assistance related to this proposal? (Tick one)

YES

NO

If YES, provide details: .....

.....  
.....  
.....  
.....  
.....  
.....  
.....

Any other notes you believe will be of assistance to your application:

.....  
.....  
.....  
.....  
.....  
.....  
.....

I, .....(name in full) hereby apply for consideration for the Annual Travel Grant and confirm the details provided are correct, and I further agree to abide by all conditions as laid down in the Rules of the Society and Guidelines pertaining to this award.

Signed: .....

Date: .....

## **GUIDELINES FOR AWARD OF A TRAVEL GRANT**

(In accordance with rule 16.7 of the Rules of the Society)

The Society shall make available funds on an annual basis to further develop Grassland Husbandry through travel and/or study grants to Members subject to the following guidelines:

a) Two travel grants will be made available for any one year for up to the value of \$1,500 each.

\* **Grasslands Scientist Travel Grant**

This travel grant is awarded to scientists or people working in agribusiness to attend conferences or undertake study elsewhere to contribute to grassland research or knowledge.

\* **Grasslands Producer Travel Grant**

This travel grant is awarded to producers to attend conferences, courses or study/farm tours elsewhere, to add value to their business or the wider grassland community. This grant could take the form of a group trip provided someone accepted the responsibility and commitment to fulfil the requirements of the grant.

b) The closing date for grant applications is 30<sup>th</sup> March in each year. Applications to be submitted prior to travel and grants can be awarded after the travel has taken place due to the closing date for applications.

c) Successful grant applications will be notified by 30<sup>th</sup> April in each year and will be awarded at the annual conference in June.

d) Grant applications will be received only from Members of the Society who have been financial members for at least two consecutive years prior to travel.

e) Payment of 80% of the grant allocation to be paid to the recipient in May, with the remaining 20% paid on receipt of a travel report (see point h.). If a report is not received within three months of the return date of the travel, then the grant recipient will be invoiced for the allocation already paid and hence requested to refund all monies paid by the Society.

f) Grant applications must be made on the prescribed form available from the Society.

g) Grant recipients may be asked to speak on aspects of their trip at Grassland Society functions (such as field days or branch activities) and would be expected to be available to do so within reasonable expectations of time and distance, for a period of twelve (12) months following completion of grant assignments.

All such engagements are to be arrived at by mutual consent between the Society and the recipient.

Grant recipients will be recognised and awarded a presentation at the annual conference in the following June.

h) Within three months of completion of grant assignment, the recipient must provide a written report to the Society. The report shall be along the following lines:

### **Science Travel Grant Report**

2 pages to include:

One page itinerary and visits in table form

- the why and where travelled, attended or studied
- information, outcomes, innovation and future developments of most interest relevant to GSSA members
- impact of travel on your work and for grassland farming in southern Australia

### **Producer Travel Grant Report:**

1-2 pages to include

One page itinerary and visits in table form

- the why and where travelled or studied
- information, outcomes, innovation and future developments of most interest to you and your business
- points or observations of relevance to the broader grazing industries

Photos are welcomed as part of the report.

The reports will be published in the conference proceedings and abridged versions of the reports (with consent of the editor and the author) in the Society newsletter.

Priority will be given to grant applications on areas of significant impact and relevant to the goals of the Society. Some preference will be given to applications assisting group activities or to individual applicants who demonstrate the desire to extend the knowledge gained to other Members and industry.

- i) A grant application does not constitute approval.
- j) Grant approvals will be made on recommendation from the Grants Sub-Committee. The Grants Sub-Committee shall be drawn from Members of the Central Committee.
- k) Members of the Central Committee or employees of the Society shall not be eligible to make application during their term of office or employment.