



AUSTRALIAN NURSING & MIDWIFERY FEDERATION (TASMANIAN BRANCH)

EDUCATIONAL GRANTS POLICY

Policy Name:	Educational Grants Policy
Approved:	6 December 2002
Review Frequency:	Two years
Last reviewed:	February 2017
Next Review Due:	February 2019

PURPOSE

To encourage, support and promote professional development for members.

SCOPE

The Branch will develop, in conjunction with other organisations or individuals, programmes which will benefit all members.

POLICY STATEMENT

The Branch will provide financial donations to members/nursing organisations based on the following criteria:

1. ANMF shall advertise twice a year through Infusion for Expressions of Interest for five educational grants of up to \$200.00 each.
2. All requests require completion of a pro-forma application in writing, addressed to the Branch Secretary, who will refer the request to the ANMF Executive Committee. Executive shall consider the requests on merit and the following criteria, and award successful applications (which will be tabled at Branch Council):
 - (a) To be eligible an applicant must have two years of financial membership of the ANMF at any level;
 - (b) Members are eligible to receive donations once every three years;
 - (c) ANMF Educational Grants are available to members to attend education related courses within the ANMF (Tas) Health Education and Research Centre only;

- (d) Donations may be made for ANMF (Tas) Health Education and Research Centre seminars relevant to nursing, patient care or ANMF organisationally but excludes formal academic studies;
 - (e) The donation shall be up to \$200.00 and applicable receipts must be presented to ANMF for reimbursement;
 - (f) It is an expectation that the employer supports professional development and applicants must show that they have considered all other relevant avenues for funding.
3. A written report shall be required and this may be printed in Infusion.
 4. Any request for donations from benevolent groups shall be considered by Branch Council and must be directly related to nursing.
 5. Branch Council will have the final decision on all applications according to the financial status of the Australian Nursing and Midwifery Federation.



Australian Nursing & Midwifery Federation Educational Grants Application Form

Personal Details

Date:

Name:

Membership No:

Address:

Telephone No:

(a) Please provide details on the seminar you wanted to attend (inc date, name, presenter, topic, venue, etc):
(Please add copy of flyer or registration if possible.)

(b) Estimated Costs of seminar: (registration, travel, accommodation)

(c) Please detail other avenues for funding you have explored:

(d) Statement to support application:

Upon signing this document I confirm that I have not received a donation from the Australian Nursing & Midwifery Federation Tasmanian Branch in the previous three (3) years. I also agree to submit a written report on the seminar attended that the donation was for, and agree to it being published in Infusion if required.

Name:

Date:

Signed:

Please attach any additional pages on the back.