

AUSTRALIAN NURSING & MIDWIFERY FEDERATION (TASMANIAN BRANCH)

## EDUCATIONAL GRANTS POLICY

Policy Name:	<b>Educational Grants Policy</b>
Original Approved:	6 December 2002
Review Frequency:	Three years
Amended & Re-approved:	June 2022 <i>June 2018</i> <i>May 2018</i> <i>March 2017</i>
Next Review Due:	June 2025

### PURPOSE

To encourage, support and promote professional development for members.

### SCOPE

Via the delegation and standing authority of Nurses Club, ANMF (Tas) will offer educational grants to its members as detailed in this policy. The grants are funded by Nurses Club and are offered in accordance with the educational objectives of both ANMF (Tas) and the Nurses Clubs' Constitution.

### POLICY STATEMENT

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

1. ANMF shall make available five (5) x \$1000 educational grants (total \$5,000 per financial year).
2. Grants will be advertised in the January and June editions of the ANMF (Tas Branch) journal (Infusion) and enews.
3. All requests require completion of a pro-forma application in writing, addressed to the Branch Secretary, who will refer the request to the ANMF Branch Council to award successful applications. Branch Council will consider applications on merit and the following criteria:
  - (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 a grant once every three years;

- (c) Grants shall be prioritised for Health Education and Research Centre (HERC) education in the first instance unless HERC courses offered do not meet the learning needs of the requesting member.
  - (d) Grants for ANMF (Tas) Health Education and Research Centre seminars shall be relevant to nursing, patient care or ANMF organisationally but excludes formal academic studies;
  - (e) The grant shall be up to \$1000.00 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.
4. A written report shall be required and this may be printed in Infusion.
  5. Any request for donations from benevolent groups shall be considered by Branch Council and must be directly related to nursing.



# Australian Nursing & Midwifery Federation Educational Grants Application Form

Name: .....

Membership No:.....

Address:.....

Telephone No:.....

(a) Please provide details on the seminar you want 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.

Signed: .....

Full Name: .....

Date: .....