

PORT MACQUARIE HASTINGS HOCKEY ASSOCIATION

REPRESENTATIVE GRANTS AND FINANCIAL ASSISTANCE POLICY

Background

PMHHA understands the financial burden placed on members when selected for higher representative honours, especially those that are selected in a 'self-funded' capacity. The commitment to travel, training obligations, uniforms and other expenses can be a determining factor in accepting a representative position.

Aims

The aim of this policy is to provide a yearly grant to eligible 'self-funded' PMHHA representative members. This grant is designed to support them in their representative hockey careers at the state level and higher whilst representing their home association. Furthermore, it aims to provide maximum participation at the higher levels of our sport by providing an avenue locally to raise more funds for the members career.

Financial Contribution

PMHHA will provide a grant of \$400 to each eligible member, upon application, per calendar year regardless of type of tournament (field or indoor) or position (player, manager, umpire, coach or other).

The payment is only available once per member per year regardless of multiple selections.

Eligibility

Members eligible for this grant must be;

- Primarily registered with PMHHA and playing in the regular PMHHA season / competition,
- Of good character and not have an overly adverse disciplinary record,
- Willing to 'give back' to PMHHA and local hockey through non-remunerated tasks or activities (see approved activities below),
- Selected in or appointed to a sanctioned HNSW / HA or other recognised team and competing in a sanctioned HNSW / HA / FIH event;
 - Players – Selected in a State based team or higher,
 - Coaches and Managers – Appointed to a State team or higher – Coach or Manager,
 - Umpires or Umpire Managers / Coaches – Appointed to a National based competition or higher,
 - Tournament Directors and Technical Officials – Appointed to a National based competition or higher, and
 - Other Support Staff – Appointed to a National based competition or higher.

Other genuine selections may be considered such as selection in a School based team at an appropriate level; eg an Australian All Schools Touring Team.

Grants will only be made available when a member is required to "pay their own way" or be "self-funded".

Non-Eligibility

Members that have their expenses paid for or contributed to by another hockey organisation (excluding a member's home club) shall not be eligible to apply for a grant under this policy. These include but are not limited to;

- coaches, support staff and umpires etc that have their uniforms, travel and accommodation paid for by Hockey NSW, Hockey Australia, the FIH or any other organisation that they are representing, and

- Selective touring teams or competitions outside the realms of Hockey Australia and Hockey NSW such as 'Bushrangers' and 'Wanderers' teams and the Pan Pacific Games shall not be eligible for the purposes of this grant policy.

Approved Activities

Grant recipients must 'give back' to PMHHA and local hockey by committing to '6 points' of activities as described below. Other activities may be approved upon application, on the proviso that the member does not receive any form of remuneration or honorarium for their service or activity. (eg working in the bar and being "paid" for it, undertaking PMHHA rep coaching and being reimbursed for this service).

Members are required to be appropriately attired in their Representative uniforms or PMHHA branded clothing when undertaking activities that have an interface with others.

Compulsory Activity (1) – 2 points

1. Be available for and give at least one traditional media interview / story / photo shoot / video

Compulsory Activity (2) – 1 point

1. Be available for and give at least one PMHHA social media interview / story / photo shoot / video

Selective Activities – 2 points each

1. Serve on a PMHHA committee or board or be appointed to a PMHHA position,
2. Coach, Manage or Umpire a PMHHA rep-team at a relevant state championship (note; this activity will not be included if the member claims the rep team staff payment)
3. Sanctioned Coach or Assistant Coach of a COD, AAP, NCAS or other approved squad in a non-paid capacity – must be in an 'on-going' role and not a 'one-off', and
4. Any other approved larger scale activity that is non-paid and contributes to the overall sense of PMHHA community.

Selective Activities – 1 point each

1. Commit to one afternoon / evening manning and serving in the canteen,
2. Provide one afternoon / evenings assistance in the bar (RSA required and over 18s only),
3. "Guest" coach at a training session of a PMHHA rep Team, and
4. Any other approved smaller scale or 'one-off' activity that is non-paid and contributes to the overall sense of PMHHA community.
5. An additional PMHHA social media interview / story / photo shoot / video

Exclusions and Notes

For the purposes of this policy;

- Undertaking self-promoting activities such as 100 clubs or BBQ fundraisers for the sole purpose of raising funds does not count towards the approved activity points above,
- Contributions towards manning the bar / canteen may be undertaken by family members of the representative member on the proviso that the duty is promoted as being for the benefit of the selected member and the selected member is present for at least some of the time (i.e. Mum and Dad can help), and
- If a member is in a paid position or receives a reimbursement or honorarium for their services, that activity shall not be counted towards any grant application. The member will need to select an alternative activity to undertake in order to meet the requirements of this policy (eg a member cannot coach a PMHHA rep team, claim the staff payment and then use that as an approved activity to claim a further amount under this policy).

Applications

All grant applications must be made by the applicant, in writing (email), to PMHHA via the Association Secretary for discussion at the next relevant PMHHA meeting. Applications may be made prior to an event / selection or post an event in any given calendar year. Applications will not be considered retrospectively for the year(s) prior. The members present at the meeting shall discuss the merits of the application and the information it contains, and a determination made at that meeting. The applicant will be contacted in due course at the conclusion of the meeting with the outcome.

The decision at the meeting shall be final and no further appeals will be allowed.

A sample letter / email is included overleaf.

SAMPLE LETTER / EMAIL

Dear PMHHA Secretary,

I write seeking grant assistance under PMHHA's Representative Scholarships and Financial Assistance Policy.

My details are;

- Name: <INSERT NAME>
- DOB: <INSERT DATE OF BIRTH>
- MOB: 04XX XXX XXX
- Email: XXXX@EMAIL.COM.AU
- Home Club: *Thunder Hockey Club*
- Primary Registered Association: *PMHHA*
- Regularly play in PMHHA: *YES*

The team I have been selected for / Tournament I have been appointed to

- *Player in the HNSW under 15's Team*

Tournament Location / Particulars

- *Tournament is to be held in Melbourne in August 2020*

Approximate Tournament Costs (attached details)

- *Approximate costs are \$3500. I have attached the managers email outlining some of the costs.*

Other Sources of Income

- *My club has contributed \$300*
- *I have undertaken a BBQ fundraiser and raised \$200*
- *I have received a grant from the Mayors Sporting Fund of \$250*
- *The remainder will be self-funded.*

Approved Activities I have undertaken

- *I have been interviewed by Port News on <DATE>*
- *PMHHA have interviewed me for our social media pages on <DATES>*
- *I manned and ran the Canteen on Saturday <DATE>*

Approved Activities I intend to undertake

- *I have arranged with the Canteen Manager to do another shift in the canteen on <DATE>*

Referee's to corroborate my Approved Activities

- *The canteen manager can be contacted to conform my actives listed above.*

Thank you for considering my application and I look forward to hearing from PMHHA shortly.

<INSERT SIGNATURE>

<INSERT NAME>

<INSERT DATE>