



Anthroposophical Society In Australia

2022 General Grant Procedure

The Management Committee of the Anthroposophical Society in Australia welcomes applications for funding that meet the objects and principles of the Society, namely 'the cultivation of a genuine science of the spiritual world and nurturing the soul life in all areas of human relationships, in the moral, religious, cultural and artistic life.'

Below is the procedure to be followed in processing incoming applications, assessing and allocating funds:

The Grants Circle will manage this procedure.

- Receipt of an application will be confirmed. Further clarifying information might be asked for at this stage. This will be done via suitable lines of correspondence eg email, possibly a conversation.
- Once an application is received it will be uploaded to the Grants Folder in the MC Dropbox. Circle members will be given access to the General Grants Folder.
- At the next Grants Circle meeting all applications will be tabled. At this point any conflict of interest by Circle members will be declared and affected individual/s will withdraw from the decision making.
- After discussion and assessment against the guidelines, a decision will be made in the meeting. If more information is needed, follow up correspondence / conversation will occur.
- Decisions made by the Grants Circle will be tabled at the monthly MC meeting for final approval.
- If a grant application is higher than \$5,000, the participation and input of the MC will be sought.
- Once all the requirements are met, and if the application has been successful, and the amount is less than requested, the Grants Circle will ask for an 'Acceptance of Offer' form to be completed; not sure what this is or if its needed as it seems this in the in the application form...
- The 'Acceptance of Offer' will include any agreements related to the specific conditions that might apply eg a follow up report, a possible publication etc.,
- All correspondence and steps within this procedure will be managed in a professional manner with regards to confidentiality of personal and other content.