

Parents and Friends Association

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FINANCIAL SUPPORT GUIDELINES - SPONSORSHIP

Submissions are invited from parents, students, teachers and friends for sponsorship in the following categories:

- Elite sport at state level or above
- Community service and social justice
- Spiritual enrichment
- Academic excellence
- Innovation and technology
- Creative and practical arts

Sponsorship is available for both individual and team/group activities

Submissions should be made to the P&F two weeks prior to the general meeting and will be considered and voted on by the P&F committee members. Urgent submissions falling outside the meeting cycle should be submitted to the principal and will be considered by the P&F Executive, made up of the president, secretary, treasurer, and the school principal (or delegate).

To assist the P&F in making their decision, your submission should include:

- a description of the activity and a summary of expenses
- a statement of how the activity aligns with the school's mission statement and values
- evidence of fundraising initiatives and the amount raised

Submissions should not exceed two A4 pages, but may include supporting attachments

Sponsorship is:

- dollar for dollar for funds raised through fundraising activities
- capped at \$200 per person and not exceeding the overall expenses for the activity
- limited to one sponsorship per year
- subject to the availability of P&F funds

Exceptions from these limitations may be approved by the principal in consultation with the P&F executive committee.

Conditions:

- A condition of P&F financial support is that recipients agree to participate in activities to promote and acknowledge the support provided by the Parents and Friends Association.
- All payments to sponsorship recipients will be made via electronic funds transfer to the nominated bank account.