

THE HISTORICAL SOCIETY OF SOUTH AUSTRALIA INC.



Historical Society of South Australia Grants Scheme 2011

Information and application form

The Historical Society of South Australia Inc (the Society) will distribute annual grants to:

- historians researching, publishing or promoting South Australian history;
- tertiary and post-graduate students for research in libraries and/or archives and travelling expenses for research purposes;
- local history museums, societies and libraries for the purchase, preservation and restoration of artefacts and books; for mounting displays; for hosting regional conferences and the like; and
- school teachers for innovative teaching of history - not necessarily restricted to South Australian history - at primary, middle and senior school levels.

The Society wishes to encourage as wide a range of relevant activities as possible. Therefore, applicants, in addition to the above suggestions, will be considered for printing of programmes and brochures, and information sheets for conferences and history related events; promoting events; publication of documents and research; and inaugural expenses for history societies. The Society will have a flexible approach to the nature of the grants.

Individual grants will range in value up to \$1000.

What will not be funded?

- Projects which do not meet the purposes of the scheme
- Projects which duplicate existing projects or services
- Purchase of equipment (IT equipment, PA systems, digital cameras) or capital works
- Research that is largely genealogical in nature, including family reunions
- Projects which are not based in or relate to South Australia
- Annual events which are ongoing will receive 'seed funding' for one year only
- Catering and social events
- Awards in the form of cash prizes
- Projects from individuals or organisations with outstanding acquittals from previous grants.

Assessing applications

The Society will keep formal paper-work to a minimum, though some recipients, to encourage others, will be asked to report in writing on the outcomes of their projects. Generally, grant monies will be paid when the

application is approved but it is a requirement that on completion of the project a completed acquittal form accompanied by invoices and/or receipts must be forwarded to the Convenor.

If appropriate, grant recipients will be asked to make a presentation of their findings at a lecture meeting of the Society.

Recipients may be invited to receive their grants at a lecture meeting of the Society, and their names and projects will be listed in the Society's newsletter and Journal.

The recipients will be chosen by a panel of three HSSA Council members, comprising the President or Vice-President of the Society (as Convenor), and two other members of the Society's Council. Three members shall constitute a quorum. The panel's decision shall be final.

Applications should be addressed to:

The Convenor HSSA Annual Grants Scheme, P.O. Box 519. Kent Town SA 5071.

The closing date for applications is **Friday 16th September 2011**. Late applications will not be considered. Successful applicants will be informed by **31st October 2011**.

Applicants must complete the attached application form. Application forms are available on the Society's website www.hssa.org.au . For further information please contact the Grants' Convenor by email: secretary@hssa.org.au

**THE HISTORICAL SOCIETY OF
SOUTH AUSTRALIA INC.**



Historical Society of South Australia Annual Grants Scheme 2011

Application Form

(if necessary, attach additional pages)

Name of organization or person:

If organization, name of contact person

Postal address

Business or residential address

Contact telephone

Email

If applicant is an organization please describe its nature, or if personal application please describe your relevant work or background in up to 100 words.

Title of Project :

Amount sought - \$

Describe in up to 200 words the nature of the project for which assistance is sought, including estimates of major expenditure.

What other funds/goods does the applicant expect to receive or contribute to the project? (e.g. other grants, awards, contributed time, etc.)

In applying for this grant I agree to be bound by the conditions contained in the Society's information statement.

Signature of applicant

Date

If an *individual applicant* please provide the name, address and telephone number of a referee. (Suitable referees include school principals, subject co-ordinators, lecturers, supervisors, tutors, professional historian or similar.)

Name of referee

Contact details

Signature of referee

Date

Please forward completed application to:

**The Convenor HSSA Annual Grants Scheme,
P.O. Box 519, Kent Town S.A. 5071**

HSSA Office use only

Application number: /2011

Date received:

Acknowledgement sent (date):

Application assessed and comments:

Applicant notified:

Historical Society of South Australia Annual Grants Scheme 2011



Financial Acquittal Form

To be submitted at the completion of the project

Name of organization or, if an individual, the recipient:

Address, telephone number email address, if changed since the grant was made:

Title of Project:

Statement of income and expenditure

Amount of grant - \$

Amount spent (please attach copies of relevant receipts, statements, etc) - \$

Amount remaining - \$

(Unspent grant money is to be paid back if it exceeds \$50, payable to *Historical Society of South Australia Inc.*).

This form is to be signed by either the individual recipient or, if the grant was made to an organization, by the contact person, or President or Secretary or Treasurer of that organization.

I, the undersigned, declare that the information contained in this statement of expenditure is true and correct. Supporting documents such as invoices and/or receipts are attached. I certify that the grant was used for the purpose for which it was provided.

Signature

Name (please print)

Date

Please forward completed form to:

**The Convenor HSSA Annual Grants Scheme,
P.O. Box 519, Kent Town S.A. 5071**