



## Australian Institute of Company Directors Scholarship Application Form

### Governance Foundations for Not-For-Profit Directors

ACCPA has partnered with the Australian Institute of Company Directors (AICD), and Hall & Wilcox, to offer 40 scholarships to the AICD's Governance Foundations for Not-For-Profit Directors course, to be run in Sydney and Melbourne in May 2023.

The Governance Foundations for Not-for-Profit Directors course will provide participants with an understanding of directors' fundamental compliance and performance-related roles and responsibilities, specifically in the areas of governance, risk, financial performance and strategy.

The course is targeted to Executives, Directors and Boards of not-for-profit aged care provider organisations with an annual turnover below \$8 million.

Participants are required to travel to Sydney or Melbourne, to attend the 1.5 day course in person.

- Sydney course to run **15 and 16 May 2023 (Monday & Tuesday)**: Offices of Hall & Wilcox, Level 18/347 Kent St, Sydney NSW 2000
- Melbourne course to run **25 and 26 May 2023 (Thursday & Friday)**: Offices of Hall & Wilcox, Rialto South Tower, 525 Collins St, Melbourne VIC 3000. Application Form

**Applications close  
Wednesday, 26 April 2022.**

The scholarship for the Governance Foundations for Not-For-Profit Directors course is proudly delivered by the Australian Institute of Company Directors and supported by ACCPA and Hall & Wilcox.

# Application Form

## Applicant details

Organisation name:

Organisation ABN:

State/Territory:

VIC

NSW

Other

## Personal details

Mr  Mrs  Ms  Miss  Dr

First name:

Middle name:

Surname:

What is your current position?

Brief role description:

Please estimate the number of people your organisation supports through programs and/or service on an annual basis

Organisation type:

Company Limited by Guarantee  Incorporated association  Non-trading co-operative  
 Indigenous corporation

Turnover:

Less than \$8million  Over \$8million

Which of the following categories best describes you?

Currently employed as an executive of a charity or NFP organisation

A current non-executive director on the board of a charity or not-for-profit organisation

## Course selection


Please select the course for which you are applying:

### Sydney: 15 and 16 May 2023 (Monday & Tuesday)

Governance Foundations for NFP Directors (Sydney)  
Address: Offices of Hall & Wilcox, Level 18/347 Kent St, Sydney NSW 2000  
**Please note, space is limited for the Sydney course location.**

### Melbourne: 25 and 26 May 2023 (Thursday & Friday)

Governance Foundations for NFP Directors (Melbourne)  
Address: Offices of Hall & Wilcox, Rialto South Tower, 525 Collins St, Melbourne VIC 3000

 1300 222 721

 [accpa.asn.au](http://accpa.asn.au)

**ACCPA**  
Aged & Community Care Providers Association

1. Briefly describe why, without such a scholarship, you would not be able to attend such training. (max. 200words)

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2. What are your personal objectives for undertaking the program? This may include how you hope to benefit or utilise the governance knowledge gained in your career and/or board aspirations. (max. 200words)

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3. How will your current (or prospective) organisation and /or broader community benefit if your application is successful? (max 200 words)

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4. Personal Statement: Please comment on your broader role in the community/NFP sector, including any other roles you have and/or any outstanding achievements that may enhance your application. (max 200 words)

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5. Please provide name and contact details of two referees

<b>Referee 1:</b>	Name:
	Email:
	Phone:

How do you know this person?

<b>Referee 2:</b>	Name:
	Email:
	Phone:

How do you know this person?

## Terms and Conditions

### 1. Introduction

By submitting your application for the Scholarship, you are deemed to have accepted these terms and conditions.

### 2. Details of the Scholarship

- ACCPA, in partnership with AICD are pleased to offer Scholarships to eligible recipients to attend AICD's Governance Foundations for NFP Directors course. To be eligible, applicants must be an Executive, Director or Board member of Aged Care organisation with annual revenue below \$8 million;

2.1 The Scholarship is not transferable or exchangeable and cannot be taken as cash. The Scholarship cannot be redeemed with any other scholarship, course, product or services.

### 3. General Eligibility

To be eligible to apply for the Scholarship, the applicant must at the time of application and if successful, during the Scholarship, be an individual who:

- Has the right to live and work in Australia;
- Was not disqualified from being a director of a corporation or its equivalent;
- Only one application per individual applicant will be accepted.
- Limited to one scholarship per organisation.

### 4. Selection Process

4.1 ACCPA will consider the Scholarship's applications and oversee selection in liaison with the AICD.

4.2 The Selection Committee may in its absolute discretion decide not to grant any of the Scholarships if it considers that there are no applicants or not enough applicants who satisfy the selection criteria (minimum 12 required per course). The decision of the Selection Committee is final and no correspondence will be entered into. Scholarships will be granted following any verification of the application that ACCPA requires at its sole discretion.

### 5. Specific Eligibility

- Each successful Scholarship applicant ("Recipient") must:
- Enrol and attend the course at the Sydney or Melbourne locations upon accepting the offer of the Scholarship;
- Comply with AICD's policies and procedures as a participant of the Course.
- Satisfy himself or herself of any tax consequences;
- Comply with any additional requirements as described in ACCPA letter offering you the Scholarship.

### 6. Submission of Applications

6.1 Applications should be submitted by email to [david.wray@accpa.asn.au](mailto:david.wray@accpa.asn.au) no later than Wednesday 26 April 2023. Any applications received after that deadline date will not be considered.

6.2 The information provided in the application must be true and accurate as at the time of submission.

6.3 Please refrain from contacting ACCPA regarding your application after lodgement. All successful and unsuccessful applicants will be notified of the outcome.

### 7. Breach of Terms and Conditions

#### Consent and declaration

I hereby declare and certify that the information provided in this application is true and correct and that I am not aware of any circumstances which may affect my application other than those I have disclosed in writing as part of my application. I agree to ACCPA making any enquiries it considers appropriate in relation to my application and using information obtained as a result of those enquiries and the information provided by me in considering my application. Those enquiries may include anything relevant to assess whether I am a fit and proper person, including relevant criminal history, information from public sources (including bankruptcy) and checks with people I have had dealings with in my current and previous roles. I understand that I may be asked to provide further information or consents in relation to those enquiries.

Signature:

Date: