

# VICTORIAN HANG GLIDING & PARAGLIDING ASSOCIATION

## EXPENDITURE POLICY

The Victorian Hang Gliding & Paragliding Association, the representative state body of the Hang Gliding Federation of Australia has funding available for the development of new or existing flying sites and facilities within the state of Victoria. This policy outlines the VHPA project expenditure policy for financial assistance available to any HGFA affiliated club or HGFA certified pilots in Victoria.

Project expenditure requests are subject to the following;

- (i) Applications must be made in accordance with VHPA expenditure guidelines
- (ii) Application for project expenditure or site improvements must be made prior to any works undertaken.
- (iii) All funding is subject to VHPA committee approval.
- (iv) Funds are to be expended solely upon approved project, site, or site infrastructure and is limited to access tracks, launch ramps, tree felling, spectator control barriers, permanent signage, landscaping, earthworks or fire control works, or other facilities/services as provided for within the pre-approved project.
- (v) Funds are not to be used for payments as gratuities to any volunteer or employee, landowner, local councils, corporations or other such bodies, lease or hire costs or building structures\*, fuel to/from the worksite, accommodation or meal's, unless as provided within the pre-approved project.
- (vi) Payments are made on presentation of invoices, however prepayment can be arranged if necessary.
- (vii) Project expenditure for 'closed' sites or facilities, that is; sites/facilities restricted to club members or specific pilots only, or not available on a continuous fee free basis to all, or the majority of pilots, will not be funded.
- (viii) Weather station acquisitions will be funded on a 50/50 basis with each club, up to a maximum of \$2,000 per station. Ongoing operational, access, and maintenance costs will not be funded.
- (ix) Project expenditure for the acquisition or purchase of land or property will not be funded. This must be proposed in accordance with the Site Acquisition Guidelines.
- (x) First aid courses, or attendance at such events or similar, will not be funded for persons whose normal daily profession requires such attendance. Dispensation may be provided to clubs if those persons are attending on behalf of the club in the position of Safety, Senior Safety Officer or Club instructor.

Notes;

\*Special dispensation may be applied wherein the proposed site improvements may be for the improvement of facilities located at an existing property with 3<sup>rd</sup> party ownership. Ie Additional windsocks at aerodromes, provision of bush toilets or ramps etc.

The VHPA executive committee reserves the right to vary this policy in special case applications.

Fuel costs may be reimbursed, where such costs have been incurred for any site inspection or assessment activity as directed or requested by the VHPA for the purpose of compliance in any licence or permit in which the VHPA is engaged.

This policy ratified and effective April 2019.