

# THE HISTORICAL SOCIETY OF SOUTH AUSTRALIA INC.



## Historical Society of South Australia Grants Scheme 2017

### Information and application form

The Historical Society of South Australia Inc (the Society) will distribute occasional 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.

Recipients are required to acknowledge the Society's grant in any publication or display etc which is the object of the grant.

**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 furniture and 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 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 **Monday 27<sup>th</sup> March 2017**. Late applications will not be considered. Successful applicants will be announced at the Lecture meeting during the annual History Festival on **Friday 5<sup>th</sup> May** and all applicants will receive notification by Monday 14<sup>th</sup> May 2017. Payment of the monies awarded in grants will happen in June 2017.

Applicants must complete the attached application form. Application forms are available from the Society's President – telephone 0431738111 (business hours) or by email: [secretary@hssa.org.au](mailto:secretary@hssa.org.au)

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



**Historical Society of South Australia Annual Grants Scheme 2017**

**Application Form**

**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:     /2017

Date received:

Acknowledgement sent (date):

Application assessed and comments:

Applicant notified:

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## Financial Acquittal Form

**To be submitted at the completion of the project**

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**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.*).

The Society has been acknowledged in the application of the grant, as required.

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**