

Rutland U3A

Group Funding Policy

Introduction

The committee of Rutland U3A has agreed that a revised policy should be drawn up for dealing with requests by groups for funding from central reserves. This policy aims to provide consistency in dealing with such requests. Once agreed the policy will be applicable to all groups.

Principles

- In order to continue to keep the annual membership subscription as low as possible for the benefit of all members, Rutland U3A groups should manage their own affairs including covering the costs of meeting rooms, consumables (eg books, CDs and DVDs, sports equipment and craft materials), printing costs and transport.
- Members should contribute to the appropriate financial needs of any interest group(s) they belong to.
- Groups may have the use of centrally-owned equipment, eg computer, projector, with appropriate guidance.
- In the case of a single, more expensive piece of equipment, a group can apply to the committee to purchase the item from central funds. As a general guide, a request may be made for items in excess of £75. If the request is agreed, the equipment will be purchased and added to the Rutland U3A inventory. The group will then be required to hire the equipment from the committee at an agreed monthly rate until the purchase cost has been recovered. At that point, the equipment will belong to the group.
- Applications for the purchase of equipment are to be made using the appropriate form (available to download from the website or in hard copy from the Groups' Coordinator) for submission to the committee. The committee's decision will be final and communicated to the group leader by the Groups' Coordinator.
- In the event of a group ceasing to operate, the members of the group will agree the disposal of any group-owned equipment, which may include offering it to Rutland U3A for the use of other groups. Any centrally-funded items that have not been fully paid for by the group at the time it ceases to operate will be returned to the committee for disposal, storage or re-use by another group.

This supersedes all previous Rutland U3A policies on this issue

To be reviewed: June 2023

Application for purchase of group equipment

Please complete Section A of the form and return it to the Groups' Coordinator

Section A

Name of group

Group Leader

Reason for request

.....

.....

Equipment required

.....

.....

Total Cost (including VAT & any delivery charge).....

Signed (Group Leader).....

Date.....

Committee Decision

Section B

Date referred to committee

Committee decision

Repayment rate and period

Signed (for the Committee)

Date

Signed (for the Group)

Date