



ROC Adventure Fund Terms and Conditions

Selection decisions

All first-round applications will be reviewed by the ROC AF committee. A matrix has been developed to allow for a transparent selection system and help streamline application assessment. From the matrix, a maximum of five applications will enter the shortlist, and these applicants will then be asked to submit a more detailed second-round submission with further trip details to be assessed using a second matrix to select the winning applicant/s.

The assessment tool in addition to the diversity among committee members should appropriately address issues of bias in the selection process, but external judgement through the ROC committee will be sought if perceived bias is high on occasion due to familiarity with applicants. Criteria matrices are available on the ROC website.

Entering applications into the matrix

The ROC AF committee will work as a team to input the applications into the matrix as per the guiding notes attached to each section. Some criteria will be straightforward like number of club trips, but some will require a little more thought – like ‘uniqueness’. The matrix has been designed in a way to eliminate this as much as possible, but if there is any confusion, the ROC AF committee will make a group decision on each grading given.

Fund Money

Money for the ROC AF will be raised annually by the following means:

- Fundraising during an annual fundraising evening hosted by the ROC
- Donations
- Sponsorship
- Allocated funds from the ROC budget

Applicants can choose what they intend to put the funding towards in their submission.

Funds raised are to be stored in the ROC savings account until it is awarded. The ROC AF committee reserves the right to only pay out a portion of the total funds raised if they see fit.

Insurance

- Applicants will be encouraged to take insurance into account when planning their trip, as many outdoor sports can be expensive and difficult to cover
- If the trip is anywhere in Australia, RMIT offers insurance to ROC members, however applicants are asked to investigate their own travel insurance, regardless of location as we acknowledge that RMIT cover is not necessarily the best and most thorough option, particularly for high risk locations and/or activities.
- Any non-ROC member participating in the trip (eg. guides) are not covered by RMIT.
- For any overseas trips, insurance will need to be sought by the club/trip members.

Fund Payment

The ROC AF committee will discuss with the winning applicant/s to decide when the funding is to be paid out.

- The ROC AF committee reserves the right to give only partial monies upfront.
- For funding under \$1000, the ROC AF committee can pay the funds out at the soonest date requested by the winning applicant, but they reserve the right to hold funds if more proof of intent is required.

- If the funding given for a specific trip is equal to or more than \$1000, the ROC AF committee may choose to pay only a percentage upfront, keeping the retainer for later stages in trip planning or after trip completion, with a subjects of payment statement written up to formalise this.
- Criteria of payment will be dependent on the trip and what the funding is going towards.
- Further decisions around contracts of financial gifting will be discussed with RMIT Sport.

Condition of winner

- From the successful date, the candidate has a set amount of time (as listed below) to use the funds and complete their intended trip, depending on the grant awarded. Any extension needs to be approved through the ROC AF committee first.
 - Student Grant: 12 months
 - Open Grant: 18 months
- The winner/s of the fund will be expected to make a trip report or blog – including images / multimedia along with a detailed write up about their trip. This will be shared with not only the current ROC members but also past members and friends via Facebook and RMIT Sport through the e-newsletter. RMIT Sport will have access to trip reports, photos and videos to use for their own promotion and networking.
- The winning candidate is expected to commit to doing a talk with photos and videos at the following years fundraising event, as well our biannual club intro nights. Right to use of videos and photos from the trip will be given to ROC to use at their discretion in promotional materials.

Liability

All applicants and grant winners need to be cognisant of potential risks pertaining to their intended activities and take the necessary precaution to minimise risks and properly handle unexpected events or accidents. ROC and our affiliate is not responsible for any accidents or loss and damage of property. Any ROC gear used on grant-funded trips is subject to normal gear hire rules.