



Queensland Sports Aviators Inc

Exhilaration Aviation

Financial Management Policy of Queensland Sports Aviators

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The Queensland Sports Aviators (QSA) is a non-profit volunteer administered sporting organisation managed by a committee of volunteers (CoM) that is composed of SAFA members who can represent the different disciplines of SAFA Sports, including Hang Gliding, Paragliding, Paramotoring and Weight-Shift Microlight Sports, and the different clubs in the region. The CoM is elected annually at the Annual General Meeting and represents all SAFA members in the region.

The CoM of QSA administers the funds from the regional development levies (RDLs) that all SAFA members residing in S-QLD pay when we pay for our SAFA memberships.

Purpose

The purpose of this policy is to ensure that RDLs are invested transparently, consistently and fairly to maximise benefits for SAFA members in S-QLD.

Accordingly, this policy sets out the principles that guide:

1. the determination of the RDLs; and
2. the expenditure of RDLs.

Determination of RDLs

- Since inception of QSA, the RDLs have remained at \$22 per SAFA member;
- The QSA CoM has no intention to increase the amount of RDLs, unless
 - One or more SAFA members propose a project that greatly benefits a large number of SAFA members in the region and successful conclusion of the project requires more funds than can be covered by existing funds; or
 - the clubs in the region agree to a deal in which QSA fully supports the clubs in exchange for the club or clubs reducing their membership fees, and
 - existing funds are insufficient to cover these costs.

Principles Governing Expenditure

The QSA administers the funding from the RDLs, and uses them to pursue the objectives of the association (see QSA constitution, Objects of the Association, rule 3) and Powers of the Association, rule 4.4) and other purposes, as are appropriate to further the interests of SAFA members in our region.

RDL funds will be allocated in the following order of priority:

1. Honouring QSA's financial commitments and contractual obligations, including any agreements with affiliated clubs.
2. Funding Sports Aviation Grants to foster specific projects.
3. Distributing any remaining funds to eligible clubs in accordance with this policy for the benefit and development of the sport within the QSA region.

Financial Commitments and Agreements with Affiliated Clubs

QSA may enter into ongoing financial commitments, contracts, or written agreements with clubs where these advance the objectives of the Association and provide an ongoing benefit to the sport in S-QLD. Such arrangements may include, but are not limited to, covering the lease of a flying site or covering a clubs' ongoing operating costs of a flying site in return for agreed benefits to QSA members, such as reciprocal access to the site.

Before entering into such an arrangement, the committee should ensure that:

- at least 75% of the club's members are current SAFA members, and that most SAFA members reside in S-QLD;
- the club actively promotes one of the SAFA disciplines in the region;
- the arrangement is expected to provide an ongoing benefit to Sports Aviation within the QSA region;
- the financial commitment is considered reasonable having regard to QSA's current and projected RDL budget;
- the obligations of each party are clearly documented in writing; and
- the agreement includes appropriate provisions for review, renewal and termination.

Once approved by the committee, these ongoing financial commitments take priority in the allocation of RDL funds. Each year, the CoM must set aside sufficient RDL funds to honour QSA's ongoing financial commitments.

The purpose of agreements entered into under this policy is to provide affiliated clubs with long-term certainty when making financial commitments and investments.

Agreements entered into under this policy are not to be terminated solely because of a change in the composition of the QSA committee or a change in QSA governance, policies or funding priorities.

If the QSA CoM amends or repeals this policy or changes its funding priorities, any changes apply only to future agreements. Existing agreements remain unaffected, and QSA will continue to honour them in accordance with their terms.

Sports Aviation Grants

- Sports Aviation grants promote specific projects proposed by a SAFA member or a club, whereby:
 - Sports Aviation Grants will only be used to foster projects within S-QLD.
 - The decision about funding and the amount of funding will be made by the CoM, subject to the value of the project and the availability of funding, whereby:
 - Members of the QSA CoM with a conflict of interest in a funding decision must declare that conflict and manage it in accordance with the QSA Constitution.
- RDL funds are used to assist SAFA members in S-QLD projects to:
 - a) Develop and maintain flying sites;
 - b) Train and develop piloting skills;
 - c) Provide access to flying sites on both private and public land;
 - d) Assist in the development of flying competitions;
 - e) Foster flying opportunities and community-building;
 - f) Promote the sport within the region through events;
 - g) Administer the Association for the benefit of members, by ensuring sound financial management.
- SAFA members may apply for Sports Aviation Grants at any time of the year.
- SAFA members may apply either before a project commences or after it has been completed.
- A record of expenditure of the funds must be provided:
 - before grant funds are released for retrospective applications; or
 - within 12 months of receiving grant funds for prospective applications.

Distribution of RDL funds to S-QLD Clubs

After funding Sports Aviation Grants and any other expenditure approved by the CoM to further the objectives of the Association, any remaining RDL funds may be distributed to eligible clubs in accordance with this policy. The purpose of distributing surplus RDL funds to clubs is to support clubs whose activities further the objectives of SAFA and QSA and provide a benefit to SAFA members within the region.

- a) Only clubs in the S-QLD region are eligible to receive RDLs;
- b) The amount of RDLs distributed to a club is capped to the current RDL levy for each SAFA member, divided by the number of clubs that SAFA member is a member of.
- c) The QSA CoM determines which clubs receive distributions of RDL funds, taking into account
 - each club's past, current and intended SAFA affiliation, and
 - the extent to which its activities support the objectives of SAFA and QSA.
- d) Clubs must provide an up-to-date membership list at least every two years to enable the QSA CoM to determine the maximum amount of RDL funds that may be distributed to the club.
- e) Where a club fails to provide a membership lists, the QSA CoM may retain that club's allocation for up to 12 months pending receipt of the required documents.
- f) Clubs must use RDL funds in a manner that benefits SAFA members within the S-QLD region in order to remain eligible for future RDL distributions.
- g) The QSA CoM should distribute RDL funds to eligible clubs once each financial year. The distribution should normally occur near the end of the financial year, after providing for QSA's existing financial commitments and any Sports Aviation grants, so that the remaining funds available for distribution can be determined.

Review

This policy will be reviewed by the QSA CoM at least every two years and may be amended at any time, as required.