



## **RANCCF GRANT BUSINESS RULES**

### **Introduction**

1. The RANCCF offers a range of benefits and services to Navy personnel. One such benefit is the provision of grants, ie one-off non-repayable payments, for worthy causes. Every year, the RANCCF receives a large number of requests for grants and these business rules have been developed to manage expectations regarding how requests are assessed by the RAN Central Canteens Board (RANCCB). Funds available for grants are limited; accordingly the RANCCB will prioritise requests to make best use of these funds.
2. The RANCCF should not be viewed as a fund to cover financial shortfalls for events and activities. Grants are only one way of distributing profits to Navy personnel. As such, approval of a grant is not a right or a condition of service. The RANCCF distributes sporting grants directly to the RAN Sporting Council and should not normally be approached directly to provide support for sporting activities.
3. Ultimately, the RANCCF constantly seeks ways to maximise business opportunities and distribute profits back to Navy personnel. Like any business, the RANCCF plans its activities and manages its cashflow to ensure that all monies are put to work to benefit as many Navy personnel as possible. The RANCCF does not have unlimited funds – it must generate funds before it can distribute it. On occasions, an interest free loan from the RANCCF will be more appropriate than a grant.
4. These business rules should be read before completing the application for a grant from the RANCCF.

### **Objectives of the RANCCF Grant Process**

5. The objectives of the RANCCF grant process are to:
  - ensure that maximum benefit is derived for the greatest number of people,
  - support the concept of participation rather than winning or performing at an elite level,
  - encourage beneficiaries to conduct fund raising activities to reduce the size of RANCCF's financial commitment,
  - support New Generation Navy initiatives,
  - seek opportunities for grants to be repaid over time (ie loans rather than grants) to recover funds for future investment, and
  - maximise exposure or business opportunities for the RANCCF to advertise the contribution made by the fund (eg exclusive sponsorship),

### **Approval of Requests – RANCCF Grants**

6. Whilst each request will be examined on its own merits, the Board would be unlikely to approve a request for a grant when:



- Not supported by Commanding Officer of unit or ship requesting funding,
- Public monies should be utilised (ie Government funds),
- The item or service should be provided as part of a contract with a third party (eg DSG),
- It is a large investment on an individual,
- Linkage to the RANCCF as a sponsor would be inappropriate,
- The investment is consumed in a very short timeframe,
- The requirement arises from an incident where recovery should be sought from the Commonwealth,
- The requirement arises from an incident where recovery should be sought from an individual,
- The requirement arises from a poor business decision from a business unit,
- No opportunity exists to acknowledge the contribution of the RANCCF,
- A unit's CO's Fund could be utilised,
- It is a repeat investment for the same group of people,
- It is for a non-Navy-specific group,
- It is for an ADF Group with no corresponding investment from Army, RAAF, Frontline etc,
- A funding shortfall has been caused by poor planning or management (ie bail out),
- The RAN Sports Council is responsible for funding such an event, clothing or equipment,
- The request is for items or services that are not essential for the success of the activity (nice-to-haves rather than must-haves),
- It is appropriate to expect participants to pay for a particular item or service,
- A loan from the RANCCF would be more appropriate, and
- No plan is in place to fund future occurrences of this activity.

### **Objectives of the Win with Navy Grant Process**

7. In addition to the objectives of the RANCCF Grant process, the objectives of the Win with Navy Grant Process is to encourage Navy member's participation in adventure training, expeds, and physically or mentally challenging fundraising activities. Activities should encourage fun and build esprit-de-corps, and develop qualities and skills that are likely to enhance performance in the workplace, whether that be ashore, at sea or on operations.

### **Approval of Requests – Win with Navy Grants**

8. Grants will be considered against the objectives of Win with Navy Grants (paragraph 6) and the guidelines at paragraph 7. Grants will be distributed throughout the year.

### **Value for Money**

7. When approving a grant, the RANCCB will consider the following factors when determining value for money:



- Number of people directly benefiting from the RANCCF's contribution,
- Amount per person,
- Number of people made aware of the RANCCF contribution,
- Supports and contributes to New Generation Navy principles,
- Supports and contributes to the objects of RANCCF Grant or Win with Navy Grant objectives, and
- Opportunities for RANCCF marketing or merchandising.

### **Priority**

8. Whilst the primary focus of providing grants is usually on serving RAN personnel, it is acknowledged that there are other groups and individuals who may seek a grant. The following list has been prioritized to indicate the proximity of an individual or group to the primary focus of the RANCCF:

- PNF and Active Naval Reserves
- Families of PNF and Active Naval Reserves
- Naval Reserve Cadets
- Inactive Naval Reserves
- Ex-ship / Navy group associations
- Ex-Navy – no association