

Item 9: Member grants fund

As the PHANZA savings accounts are now in good shape it is timely to propose a fund to benefit members' ability to communicate at history-related events such as conferences, and to facilitate the research work of members who live in the regions, by enabling travel to centrally located meetings and repositories such as Archives New Zealand and the Alexander Turnbull Library.

In line with professional advice received the IRD allows organisations like ours to reimburse members for travel expenses. A contestable fund for travel expenses is therefore a logical benefit for members.

I propose that members could apply for reimbursement of up to approximately \$200.00 for travel to conferences and meetings within New Zealand, and up to approximately \$500.00 for international conferences and meetings.

As this will be a reimbursement a receipt must be provided with the application in order to comply with IRD guidelines.

As the actual amount of an airfare will vary depending on time and destination, these figures should be guidelines.

A total of \$2000.00 p.a. would be made available for reimbursement for travel in the first year. This amount should be re-examined by the Committee at the end of the first year to gauge administration and effectiveness of the fund.

Applications could open at the beginning of the financial year, i.e. July, with applications accepted throughout the year, approved by the Committee at the monthly committee meetings in the same way as new member applications are approved, until the year's fund has been allocated.

The initial indicator could be approximately half for national travel and half for international travel, although the Committee should respond according to the applications received.

Priority would be given for:

- attendance at PHANZA-organised events such as a conference or the AGM
- those who are going to present papers at conferences
- early application to the fund, utilising the cheapest fares to enable a greater number of members to benefit from the fund

Applications for reimbursement for travel from the Contestable Fund will be accepted at each monthly committee meeting until the fund has expired for the year and no further applications accepted once the fund has spent \$2000.00 for the year.

It is anticipated that members would want to combine activities at the destination, for example attending a Wellington event might also be combined with research at Archives, the Alexander Turnbull Library or other.

It is hoped that members in the regions might see this as a mechanism for allowing them to participate in activities outside their own regions, as well as providing an opportunity to access distant research or archival resources.

As conferences are generally held every two years, there may be more competition for the fund in some years than others.

Sandra Gorter
Treasurer