



FELLOWSHIP & COMMUNITY: DICK COTTON FELLOWSHIP GOVERNANCE POLICY

1. Background

The Dick Cotton Fellowship was established by The Old Melburnians Council (OMC) to support and encourage younger Old Melburnians (OMs) to act for the benefit of the broader community by continuing to practice Melbourne Grammar School's Values in Action.

2. Purpose

The purpose of this Policy is to govern the process of eligibility, consideration, shortlisting and selection of successful applications for funding in line with the objectives of the Fellowship.

3. Oversight and decisions

- a) This Policy will be overseen by the OMC. The Fellowship & Community Sub-committee will be responsible for day-to-day administration of the Fellowship. This Policy will be available on the Melbourne Grammar School website.
- b) Decisions on all matters concerning eligibility and award of the Fellowship will be made by the Executive of the OMC after considering the applicant's Application Form and, if applicable, any interview of the applicant.

4. Fellowship objectives

The key objectives of the Fellowship include:

- a) Supporting and encouraging younger OMs, under 30 years and younger per allocation year to act for the benefit of others and the broader community;
- b) Supporting younger OMs in their personal and philanthropic development;
- c) Promoting School's Values in Action through supporting activities of younger OMs that benefit the broader community;
- d) Maximising the positive impact of younger OMs by supporting their personal development to undertake high impact activities that benefit the broader community;
- e) Developing Fellowship recipients as future role models and ambassadors within the wider school community and as advocates for School's Values in Action.

5. Fellowship focus areas

The selection process will give preference to Fellowship applications seeking funding to connect with and strengthen Aboriginal and Torres Strait Islander communities. Other causes will also be considered alongside this priority target.

6. Eligibility criteria and associated obligations

To apply for the Fellowship, applications must meet the following minimum criteria:

- a) They must be made by an individual or group of individuals acting in concert;
- b) All applicants must be OMs less than 30 years old at the time of application;
- c) The proposed project or activity must be aligned with the Fellowship's objectives, focus areas and School's broader Values in Action program;
- d) The proposed project ideally will be completed within one year of funding if successful;
- e) Applications must be in writing and meet the requirements of clause 8 below.

If successful, applicants further agree to be future ambassadors of the Fellowship. This includes responsibilities to:

- f) Submit a detailed report (c. 350 -500 words) within 12 months of receiving the grant setting out details of their project or activity and its associated benefits;
- g) Refer to the Fellowship in any public communications concerning the project or activity and will encourage other eligible OMs to apply for future grants; and
- h) Share photographs and updates about the project or activity and to speak at appropriate OM events or feature in associated publications e.g. Grammar News.

7. Exclusions

Applications for funding under the Fellowship will not be available if the proposed project or expenditure to be funded relates to:

- a) Gaining a higher academic qualification;
- b) Activities that are not aligned with Melbourne Grammar School's values which are published on the Melbourne Grammar School website at <https://www.mgs.vic.edu.au/about/governance-and-leadership/school-values>
- c) Travel or other incidental expenses with no demonstrable benefit to community;

8. Applying for the Fellowship

Applications must be in writing and submitted via the online Application Form on or before the submission date for applications which will be published on the Melbourne Grammar School website. At a minimum, applications must include:

- a) Details of the proposed expenditure and how it meets the eligibility criteria in clause 6 above and promotes School's Values in Action;
- b) The quantum of funding required (not to exceed \$5000), how it will be spent and confirmation that it can be effectively applied within 12 months if successful;

- c) Details of any travel required to be undertaken as part of or in connection with the proposed expenditure; and
- d) No less than two supporting referees.

9. Contact

Any enquiries related to the Fellowship can be directed to Old Melburnians Council Member Anton Leschen at: om@mgs.vic.edu.au or +61 3 9865 7682

10. Version

This policy document is current as at Tuesday, 12 July 2022.