

## Terms and Conditions for Perpetual FIA Scholarships

### Selection

#### 1. Eligibility

- The Scholarships are open to 16 fundraisers working in the Australian NFP sector; 8 scholarships will be granted for FIA's Diploma in Professional Fundraising and 8 for FIA's Certificate in Professional Fundraising.
- 4 suitable applicants who are not current FIA members may be eligible to have Professional Membership fees paid for by Perpetual for 12 months.
- *Diploma Pre-requisites:*
  - A minimum of 3 years' full-time/5 years' part-time fundraising experience.
  - Currently working in a fundraising role and able to draw on organisational examples and data in order to complete required assessments.
- *Certificate Pre-requisites:*
  - A minimum of 6 months' experience (full-time or part-time) in a fundraising role.
  - Currently working in a fundraising or similar role within the Australian NFP sector.

#### 2. Privacy Statement

- The information provided as part of your application for this Scholarship (personal information) may be used for the purposes set out in the application form, subject to your consent. Your personal information will be handled in accordance with the FIA [Privacy Policy](#). By applying for the Scholarship, you consent and agree to the use of your information for the purposes disclosed and which you have consented to in your application form; and to use or publication of your name and image to identify you as a Recipient should you be awarded a Perpetual FIA Scholarship.

#### 3. Application and Selection

- Complete the online application in full, with up-to-date and accurate information as requested. Email applications will not be accepted. Applicants may forfeit their right to claim a Scholarship if their contact details are inaccurate or if their applications are incomplete.
- Applications that best satisfy the Selection Criteria will be the Recipients as determined by the Selection Panel. FIA and Perpetual's decision in relation to any and all aspects of the Scholarship is final and binding on every application and no correspondence will be entered into.
- Applications will be individually judged by a selection panel nominated by Perpetual and FIA. Applications will be judged based on merit against the following selection criteria: a) interpersonal and intellectual qualities necessary to demonstrate that the Applicant is motivated to complete the nominated course; b) commitment to fundraising as a profession; c) any other criteria considered relevant by the Selection Panel.
- Each Recipient is required to notify FIA via email within 5 business days of receiving notification of being awarded a Scholarship if they are willing and able to accept their Scholarship. If a Recipient does not confirm with FIA by the acceptance date stated in the written notification

that they are willing and able to accept their Scholarship, the Recipient will forfeit their Scholarship and FIA may offer the Scholarship to another shortlisted applicant.

- Unsuccessful applicants may reapply for the Scholarship if offered in subsequent years, provided they meet all eligibility criteria.

## Conditions

### 4. Diploma in Professional Fundraising

- Commit to attending an Orientation Zoom call with other recipients and tutors in the week commencing **30 September 2024** and commence studies no later **31 October 2024**.
- Commit to 15-20 hours per month self-study to successfully complete required learning tasks and assessments.
- Demonstrate their line manager's / current employer's support of participation in the Diploma in Professional Fundraising.
- Successful completion of the course will be determined by tutor assessment of all required learning and may require resubmission of assessment items if competency has not been achieved.
- All assessments must be submitted no later than **1 October 2025** in order to allow for marking and any potential resubmissions.
- Failing to engage with the course content and the allocated tutor by **31 October 2024** may result in Scholarship being withdrawn and awarded to another shortlisted applicant.
- Withdrawing from the Diploma in Professional Fundraising on or after **1 November 2024**, or failing to complete the course, may result in the Recipient being asked to repay some or all of the Scholarship fees.

### 5. Certificate in Professional Fundraising

- Commit to attending an Orientation Zoom call with other recipients and tutors in the week commencing **9 September 2024**.
- Commit to attending tutor-led, online Zoom sessions for each Module on the following dates (with times to be confirmed):
  - Module 1: Friday 20 September and Friday 27 September 2024
  - Module 2: Friday 18 October and Friday 25 October 2024
  - Module 3: Friday 22 November and Friday 29 November 2024
- Demonstrate their line manager's/current employer's support in the participation in the Certificate in Professional Fundraising.
- Commit to 8-10 hours per month of self-study to successfully complete required learning tasks and assessments.
- Assessment tasks for each module must be submitted before the commencement of the subsequent module.

- Successful completion of the course will be determined by tutor assessment of all required learning and may require resubmission of assessment items if competency has not been achieved.
- Final assessments must be submitted no later than **Friday 23 February 2025** in order to allow for marking and any potential resubmissions.
- Failing to attend the Module 1 sessions and/or engage with the course content by **27 September 2024** may result in Scholarship being withdrawn and awarded to another shortlisted applicant.
- Withdrawing from the Certificate in Professional Fundraising on or after **30 September 2024**, or failing to complete the course, may result in the Recipient being asked to repay some or all of the Scholarship fees.

## 6. General

- Extensions will only be granted under extenuating and extraordinary circumstances and require approval by the FIA Executive Manager, Professional Education. Requests for extensions must be made in writing (via email).
- All Recipients will engage with course content, submit assessments and view feedback and results via FIA's learning management platform, the FIA Learning Hub.
- All course content, including assessments, remains the Intellectual Property of FIA. Recipients must use the Intellectual Property solely for the purpose of completing the course.
- Recipients must not: a) assert any ownership or other interest in or to exploit, modify or develop any of FIA's Intellectual Property; b) copy or reproduce the Intellectual Property without written consent from FIA; c) share or make the Intellectual Property available to or accessible by any third party; d) do anything that will or may jeopardise the ownership of or bring FIA into question or disrepute.
- Recipients must not: a) publish any commentary (including electronically on any social media); or b) make any statement to the media or to any other person with means to publish information, without providing the proposed statement, article or otherwise to FIA for review and without receiving FIA's prior written consent.
- Recipients agree to support the Marketing and Promotions of the FIA Perpetual Scholarships, such as through written or recorded testimonials that can be shared in print, electronic and/or social media, or in any other medium deemed appropriate by FIA, and agree to be part of a Scholarships alumni.
- Recipients are willing to engage with Perpetual and FIA to promote future scholarship opportunities.
- Scholarships cannot be transferred or exchanged and cannot be redeemed for cash.
- If the Scholarships on offer are cancelled for any reason, FIA will not be obliged to provide a substitute scholarship and will not (to the maximum extent permitted by applicable law) be liable for any losses, damages or expenses that the Applicant incurs or may incur as a result of the cancellation.