



EVENT TRAVEL ASSISTANCE POLICY

2023

Purpose and Scope

South Brisbane Chargers Radio Controlled Car Club ("Club", "Chargers RC") encourages members to travel to interstate **RCRA sanctioned** 1/10th scale EP off-road events to give drivers the opportunity to broaden their skills and experience.

Competing at different clubs provides drivers with experience racing on different layouts and surfaces, facilitates the meeting of new people face-to-face to broaden their network within the RC racing community as well as supporting other clubs around the country to grow the sport of remote-control racing. All of this is critical to the continued success and growth of 1/10th EP off-road RC racing in Australia.

The Chargers RC 'Event Travel Assistance Policy' has been developed to provide financial support to members of our club that travel to interstate RCRA sanctioned events to compete. The policy is not perpetual and must be accepted by a majority vote of members each year at the clubs AGM. The financial assistance available is limited and the allocation of funds is administered by the Chargers RC Committee.

Eligibility

To be eligible to make a claim under this policy, you must be a current adult financial member of Chargers RC and also have held continued membership with Chargers RC in the 12 months prior to making a claim.

Junior members are eligible to claim if they are part of a 'Family' membership and have held continued membership of the club in the 12 months prior to making a claim.

Life members who remain actively racing in the club are eligible to claim.

Members who have received a written warning for breach of the clubs 'Code of Conduct' within the 12 months prior to claim are ineligible to claim.

Assistance available

The club will provide up to \$1,800 per calendar year to support three (3) interstate RCRA sanctioned events to be selected by the club committee and communicated to members at the club's AGM in February.

Funds will be allocated as follows:

- A maximum pool of \$600 (total) per event will be available to claim by all eligible members attending the event.
- Each adult member can claim up to a maximum of \$150 per annum under this policy, which can be claimed in total from one (1) event or divided across multiple events up to a total of \$150 for the calendar year. **Note:** If more than 4 drivers attend a single event, the maximum claim amount may be reduced to ensure an equal amount can be distributed amongst all drivers (e.g., if 6 members attend, the maximum claim amount for that event would be \$100).
- Junior members can claim up to \$50 per annum under this policy, which can be claimed in total from one (1) event or divided across multiple events up to a total of \$50 for the calendar year.

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A group of members attending an event may wish to combine their maximum claim amounts to contribute towards a single cost for that event. For example, 4 members attending an event may wish to claim the full \$600 (4 x \$150) to contribute towards a single shared expense (e.g., accommodation). In this scenario, those 4 members will have exhausted their annual claim amount.

Any funds from the total annual pool (i.e., \$1,800) that are not claimed in that calendar year, **do not** accumulate for following years.

Eligible items

The following items are eligible for claim:

- Event entry fees
- Transport costs
- Accommodation costs
- Control tyres (purchased in Australia)

Items claimed outside of the list above will be considered on a case-by-case basis by the club committee.

How to claim

Claims must be submitted after the expense has been incurred and post the race event. A claim window of one (1) month will apply from the final date of the event. Any claim received after this date will not be accepted.

A 'Travel Expense Claim Form' must be completed and provided to the club Treasurer along with a copy of your event entry confirmation and receipt for the expense(s) being claimed.

A group claim for a shared expense can be lodged on a single claim form with all members to the claim signing the form.

Successful claim payments are made via direct deposit to the members bank account nominated on the claim form at the end of the 1 month claim window following the event. Cash payment is not available.

Administration

The current club committee is responsible for the administration of this policy. This policy can be amended or withdrawn at any time by the committee based on the financial needs of the club and/or for any other reason deemed reasonable. Any changes to the policy while in effect will be communicated to members.

Register of claims

The club Treasurer will maintain a register of all travel claims received and paid for within the calendar year. This information will be made available to any financial member of the club upon request. A request must be received in writing to the club President or Treasurer.

Life of policy

This policy is not perpetual and must be reviewed in line with the club's financial position and budget for the forthcoming year, updated and presented to members at each annual AGM for voting upon and acceptance by the majority of financial members.

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