

SIG Sponsorship Award

Purpose:

- 1 GOVIS Special Interest Groups (SIGs) conduct regular forums for information sharing and dissemination between interested GOVIS members. The purpose of the SIG Sponsorship Awards (SIG Awards) is to:
 - Provide more value for GOVIS member agencies;
 - Provide members with another channel for information flow;
 - Provide another opportunity for individual members to improve their skills;
 - Help improve capability in the government sector – this fits the GOVIS charter;
 - To facilitate learning in the sector as a whole; and
 - Give members an opportunity they might not otherwise have.

Governance:

- 2 The GOVIS committee will appoint a SIG Awards sub-committee, comprising the President, the Treasurer and the Forum co-ordinator.
- 3 The sub-committee will use the following guiding principles:
 - “integrity” – perform their duties with professionalism and integrity, in an honest and efficient manner that will not bring GOVIS into disrepute
 - “fairness” - ensure the sponsorship is fairly balanced for each SIG, over the two year period
 - “value-for-money” - seek to maximise the benefit of any sponsorship decision to achieve the objectives of GOVIS.
 - “participation” – encourage participation in a SIG and GOVIS

Funding:

- 4 The GOVIS committee will determine the SIG sponsorship amount, after the final figures for the conference. There is no obligation to set the same amount, or indeed any amount.
- 5 The SIG sponsorship amount will be distributed equally over the following two years. Each SIG will be allocated an equal share of the amount.
- 6 There is no obligation for a SIG to fully use their sponsorship. Any unused sponsorship will be added to the next year’s SIG sponsorship amount.
- 7 If a SIG ceases, then any unused funds will be available for re-allocation.

Rules

Eligibility

- 8 No current member of the GOVIS management committee is eligible for sponsorship.

- 9 An applicant must be employed by a current GOVIS member agency and be a current member of a GOVIS mailing list.
- 10 An applicant must complete an application form, stating
 - What they intend to do with the scholarship and the benefits for GOVIS (minimum is a 40 minute presentation)
 - That GOVIS can publicise the successful applicant's proposal and the amount of sponsorship, on its website; along with any subsequent presentation;
 - A confirmed date/venue at which they will perform their presentation; and
 - Agreement from their workplace that they can go, i.e. manager approval
 - Must be able to travel, i.e. valid passport
 - An applicant may only receive one sponsorship award in any one year.

Process

- 11 Each SIG will select the conference it wishes to sponsor someone to, through discussion on the SIG mailing list.
- 12 The applicant is responsible for filling out an application and submitting it to their SIG coordinator.

Selection

- 13 The SIG sponsorship sub-committee will select the successful applicant. They will be under no obligation to pick any applicant.
- 14 The decision of the SIG Awards sub-committee is final.
- 15 There will be one draw for all conferences in April of each year

Reimbursement

- 16 The winner's workplace must organise the conference arrangements and GOVIS will refund on receipts.
- 17 GOVIS will pay for reasonable and actual expenses associated with conference fees, accommodation and travel (including cancellation insurance). GOVIS does not pay for the following:
 - incidentals and meals outside of conference
 - minibar
 - travel / health insurance
- 18 GOVIS will pay for Economy class travel only – the applicant is free to upgrade at their own cost.

Cancellations

- 19 If the winner cannot make it for any reason, then no other selection will take place, and any remaining funds will be carried over to the following year.