



Mary Bremner Bequest Strategic Grants Program

Governance, Guidelines and Management
Processes

2021

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PREAMBLE

In December 2010, the Wildflower Society of Western Australia Inc (the Society) was notified that long-time member Mary Bremner had bequeathed the Society her property in Paulls Valley. Mary Bremner's will stated the following in relation to the Bequest.

*"I give my property at Lot 693 Hummerston Road Piesse Brook to the Wildflower Society of WA (Inc.) and it is my wish without creating a legally binding obligation that they use this property for the **promotion of Western Australian native flora** and at their complete discretion they involve the Royal Australasian Ornithologists Union to participate in the activities for which this property is used."*

The property was sold in 2013 and the proceeds of the sale were deposited in the Mary Bremner Bequest Fund (the Fund). An advertised grants program was established funded from the interest accumulated by the Fund. Following a number of years this grants program was discontinued as insufficient funds were accumulating due to low interest rates.

On State Council advice, the WSWA Management Committee (the Committee), in July 2021, resolved to replace the grants program with the *Mary Bremner Bequest Strategic Grants Program of the WSWA*. Grants to be awarded to projects that supported the strategic objectives of the Society either by invitation or a call for expressions of interest to conduct a specific project.

The Committee in July 2021 also adopted State Council advice that the Committee be empowered to expend capital from the Fund on projects for the benefit of the Society.

MARY BREMNER BEQUEST FUND

The management of the Fund is guided by the objects of the Society as outlined in its Rules and By-laws, the priorities set in the Strategic Plan and the Bequest. In summary the objects cover the broad areas of:

- **Know** promote public awareness and study of WA wildflowers.
- **Grow** promote the cultivation of WA wildflowers in gardens and public spaces.
- **Conserve** promote the conservation and preservation of WA wildflowers and bushland.
- **Enjoy** encourage the enjoyment of the delightful beauty of Western Australia's wildflowers

The funds are to be used for strategic projects as determined by the Committee that further the Objects of the Society, and/or any Society strategic or business plan that may from time to time be in place.

There will not be a scheduled general invitation to submit proposals. Proposals may be submitted to the Committee by WSWA branches and sub-committees to meet the strategic goals of the Society consistent with its objects.

The Committee aims to cap expenditure from the Fund at \$40,000 per year. However, this is a guide and the Committee may, if satisfied on need and Society priorities, increase this cap with the intent of maintaining an average of \$40,000 per year.

The Committee should approve the annual amount of funds to be allocated at the investment term maturity date prior to the end of the preceding financial year ending 31 March. This will ensure the Society can announce a year's funding aligned with the strategies endorsed by the Committee and tailored to the level of demand, allocated funds and priorities.

ELIGIBILITY CRITERIA

Projects may be wholly conducted within the Society, in partnership with approved external parties or contracted to external parties with the approval of the Committee.

External arrangements should be by direct invitation, public expressions of interest or public tender, to a brief approved by the Committee. The Objects of any external partner must be consistent with those of the Society.

The Fund is not to be used by the Society or any other beneficiary, group or party for operational overheads/administration, that are ordinarily funded through an organisation's income including but not limited to membership fees.

Eligible for funding:

- Incorporated, volunteer community groups with at least one Society member and with the support of a Branch or sub-committee of the Society;
- Society sub-committees;
- Society Branches;
- Society members (collectively three (3) or more) brought together for the benefit of furthering the Society's strategic outcomes; or
- Research or environmental management organisations with objects compatible with the Society's objects engaged as partners with or contracted by the Society to further the Society's strategic outcomes.

PROGRAM GUIDELINES

Any proposal must clearly state how it will further the strategic outcomes and Objects of the Society. Where a proposal is advertised for interested parties, expressions of interest must demonstrate how they will achieve the Society's strategic outcomes and Objects and satisfy the requirements of these guidelines and the project brief.

- A project, activity or event should include some or all of the following:
 - be based in Western Australia and focused on WA flora;
 - promote WA native flora to the public;
 - promote ecosystem functions and WA native flora as part of the environment;
 - promote or further the preservation or protection of WA native flora;
 - survey, record and document WA native flora;
 - facilitate the production of materials or digital resources for knowing, growing, promoting and preserving WA native flora;
 - facilitate research on the ecology and survival of WA native flora; and/or
 - provide talks, workshops or information sessions on knowing, growing, promoting and preserving WA native flora.
- Applications will also be regarded highly when there is a:
 - Statement of expected outcomes including but not limited to: tangible action(s), an increase in Society membership and/or enhanced profile or "standing" of the Society;
 - focus on community participation;
 - where it can be demonstrated there is no alternative source of funding;
 - matching financial co-contribution; and/or
 - partnership with kindred organisations and are under pinned by an agreement outlining rights and responsibilities of each party.

DELIVERABLES

The proposal shall describe the deliverables that will describe the achievements of the Project including at least:

- Periodic progress reports;
- A final report which provides a description of the project outcomes, the community engagement achieved, data collected and the outcome of the data analysis;
- Any technical reports should be peer reviewed;
- All data collected and developed, including spatial data;
- Evidence to support claims for costs incurred, when payment is sought and in the final reconciliation of project costs;
- Visual supports for items such as volunteer involvement and community engagement and media coverage.

OUTCOMES

Proposals shall describe the outcomes expected of the project and achievement of these outcomes, or their progress, shall be described in reporting to the Society.

GENERAL CONDITIONS

- Project assets purchased with grant funds remain the property of the Society unless specified otherwise in the grant approval;
- Proceeds from the sale of assets funded by the grant during or at the completion of a project shall be returned to the Committee unless specified otherwise in the grant approval; and
- the Society is acknowledged in any documents produced and at any event funded by the grant.

WHAT WILL NOT BE FUNDED

- Retrospective projects
- On-going operational costs of the organisation applying for funds
 - Rent and cost of administrative equipment/resources.
 - Payment of staff not associated with the project
- Subscriptions
- Cash “donations”
- A project not based in Western Australia

CONTACT DETAILS

General enquiries can be made at any time to the Society Hon. General Secretary

Email: enquiry@wildflowersocietywa.org.au or by mail to: Wildflower Society WA, PO Box 519 Floreat WA 6014