RIMPA
GLOBAL

Lisa McDonough Symposium Scholarship Terms and Conditions

18 April 2023

RECORDS AND INFORMATION MANAGEMENT PRACTITIONERS ALLIANCE

Advancing and Connecting the Records and Information Management Profession

TABLE OF CONTENTS

1 PURPOSE

These are the terms and conditions (the "Agreement") governing your participation in the RIMPA Global Lisa McDonough Symposium Scholarship. By accepting the RIMPA Global scholarship, you agree to these terms, which form a binding legal contract between the Records and Information Practitioners Alliance Global., ("RIMPA") and the registered participant ("you" or "Participant").

2 SCHOLARSHIP CONDITIONS

2.1 Description

- Symposiums encourage engagement in a deep-dive workshop and welcome reception on day one. Day two features a full day of education and learning, bringing together top industry speakers to provide updates on the rapidly evolving records, information, data, and document management landscape, both domestically and internationally.
- This scholarship provides flights, 2 nights' accommodation and registration to your closest Regional Symposium.
- The time, date, and location may vary depending on your closest region's symposium.
- The scholarship is valued at up to $2,000.

2.2 Application

- Applications must be submitted through the 'Apply Now' link under Scholarship Program.
- You must submit your Scholarship Application and all relevant documents by the advertised closing date of 8th June 2023.
- Evidence of identification, such as passport or driver's license, must be loaded in the application form as a photo.
- Joint applications will not be accepted. Scholarships are awarded to an individual and cannot be shared.
- Applications received after the closing date will not be considered.
- You acknowledge and agree that RIMPA, in its sole discretion, reserves the right to change any and all aspects of the Scholarships upon communication to recipient.
- Application timeline is as followed:
    - 8th June – Applications close.
    - 16th June – Assessments Completed.
    - 23rd June – Recipients Notified.
    - 30th June – Recipients Advertised.

2.3 Eligibility

You are eligible to apply for this scholarship if you:

- Are a member and have never attended a Regional Symposium and live greater than 200km away.
- Are over the age of 18.
- Are working in the information management industry.
- You may apply for more than one scholarship but are only permitted to receive one scholarship at a time.

2.4 Award of Scholarship

- Scholarship winners are selected on the basis of:
  - The eligibility requirements
  - Suitability
- The Scholarship value at the time of payment may be less than the amount advertised and will not exceed $2,000. For any variations that may occur, you will be notified via email.
- You acknowledge that RIMPA Global cannot give you any advice on any tax consequences of receipt of the scholarship.
- The Scholarship cannot be transferred to another person.
- You must agree to provide any reasonable request from RIMPA Global for further information.
- You are responsible for staying up to date with the health and travel advice provided by Australian Department of Foreign Affairs and Trade.
- You are responsible for the arrangements of all necessary insurances, passports, visas and other travel documentation if travel for the conference is required.
- You agree to travel at your own risk.
- RIMPA is not liable for any issues that may occur outside the event including but not limited to, leisure activities, loss of luggage, and injury or health issues that may arise. Any related costs will be incurred by you.

2.5 Code of Conduct

- Scholarship recipients must abide by the RIMPA Code of Conduct.
- When attending the Symposium, you are required to positively represent RIMPA. This is to be done by upholding professionalism and acting in the best interests of RIMPA.
- You are to be aware of the laws and regulations that govern Australia. It is your responsibility to be familiar with these laws and act accordingly. Any issues may result in termination of the scholarship and repayment.
- When attending a conference, or any professional event during this time, you are expected to present yourself in an appropriate manner. This includes wearing appropriate clothing and not being under the influence of any substances.
- You are to be respectful to any, and all, individuals you may interact with and should refrain from any discriminatory, harassment or victimization behavior.

2.6 Termination

- RIMPA reserves the right to terminate the scholarship for violations of the Code of Conduct under sub-section 2.5 or any breaches of this policy.
- You will be notified, via email, of any potential breaches and provided with the opportunity to discuss the violation. RIMPA has the discretion to determine the outcome to which you will be notified.
- In the event your scholarship is terminated, you will not receive any further payments. You may be required to repay some or all the provided funds.
- The awarding of the scholarship is based off the information you have provided to RIMPA. The scholarship may be terminated at any stage if the information provided is false or misleading for any reason.

- Should repayment be required, you must repay the amount within 31 days of receiving the notice from RIMPA. This will occur if:
    - There was an error in payment; or
    - You are no longer eligible and do not meet the conditions of the scholarship; or
    - Any other error regarding the scholarship
- Failure to repay outstanding amounts, upon request, gives RIMPA the right to take legal action where necessary.

2.7 General

- RIMPA may choose not to award all Scholarships should there be no suitable applicant.
- The Scholarship conditions are standard for all applicants; however, exceptions may be granted upon application.
- You agree to comply with all the terms and conditions, and any other company policies mentioned in this terms and conditions document.